



Minutes of Witham St Hughs Allotment Committee meeting held on Tuesday 28th October 2025 at 6.30pm, in the village hall.

Present Cllr Karen Harrison, Cllr Mark Gascoigne, Claire Shepherd & Stuart Traves - Cargill Representatives.

Rachel Popplewell Parish Clerk

1 member of the public

Agenda Items

1. Welcome & Apologies

The Chair welcomed everyone to the meeting.

Dawn Moll, Committee Member - absent

2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.

Cargill representatives – Stuart Traves & Claire Shepherd.

3. Notes of the Allotment Committee meeting held on Monday 18th August 2025 to be approved as minutes.

It was **Resolved** to approve the notes as minutes and a true record, All Agreed – show of hands. Signed by the Chair.

4. Clerks update & correspondence – to Resolve to approve any subsequent actions.

The Clerk made comment that the bonfire at the allotments was a success, thanks were passed on to Cargills for their help and using their 'volunteer day' to collect the wood and clear the empty plots of waste & rubbish.

The Clerk asked the Committee to consider refunding a deposit for a plot holder, who had cleared his plot but left a broken IBC. After discussions it was **Resolved** to refund £75 deposit – all agreed, show of hands.

Action Clerk.

5. To set the Allotment plot fees for the year 2027/2028.

After discussions it was **Resolved** to set the plot fees as follows for the year 2027/2028 – all agreed, show of hands.

Half Plot - £35.00

Full Plot - £60.00

Key deposit & plot deposits unchanged.

10% reduction for the liaison officers.

6. Review of Allotment Inspections.

The clerk gave an overview of the inspections, any plot highlighted as needing attention has been contacted.

7. To approve the costs to trim the vacant plots.

Deferred until the next meeting.

8. To consider taking the vacant plots out of use.

Following discussions, it was **Resolved** to review the current allotment plots. It was noted that several vacant plots have weed-suppressing membrane in place, which will need to be removed before the field can be returned to Cargills.

Cllr Gascoigne kindly offered to investigate the associated costs prior to any decision to take the plots out of use.

Additionally, it was confirmed that there is no current waiting list for an allotment plot

9. To approve the costs to purchase cameras for the allotments.

After discussions it was **Resolved** to set a budget of £200 to purchase cameras for the allotments. All agreed – show of hands.

Action Clerk

10. To discuss the ongoing issue with ‘fly tipping’ at the allotments.

The Chair expressed disappointment that fly tipping remains an ongoing issue at the allotments. This not only undermines the parish council’s efforts to maintain a clean and safe environment but also risks breaching the terms of the lease held by the parish council. If the problem persists, the council may be forced to significantly increase plot fees to cover cleanup costs and legal risks.

All plot holders are reminded that waste must be disposed of responsibly. Continued violations could jeopardize the future of the allotments for everyone.

11. Date & Time of next meeting Allotment Committee meeting & inspections.

Tuesday 3rd March 2026 at 7.30pm at the hall.

Meeting Closed 7.20pm.

Signed

Date

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