



Minutes of Witham St Hughs Allotment Committee meeting held on Thursday 4th June 2026 at 7.00pm, in the village hall.

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

Rachel Popplewell Parish Clerk

3 members of the public

Comments were received from the members of public regarding the chippings at the allotments. They are there for everyone to use – delivered by the Parish Councils' open spaces contractor.

Comments were received regarding the waste that is still on the empty plots, the Chair added that arrangements would be made to clear them.

Agenda Items

1. Welcome & Apologies

The Chair welcomed everyone to the meeting.

Apologies were received from Clare Shepherd & Mark Grayson, it was **Resolved** to accept the reasons for absence and the apologies – all agreed, show of hands.

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.

3. Notes of the Allotment Committee meeting held on Tuesday 3rd March 2026 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

- The area outside the entrance to the allotments had been strimmed to ensure better visibility when entering/leaving the plots.
- Cargill would ask their contractor to cut the areas around the site that they are responsible for, the Parish Council would instruct their contractor to do the same.
Action Cargill & PC.
- The Clerk made comment that the communal shed, has 3 lawn mowers in there, Cllr Gascoigne offered to investigate to see if any of them worked.
- After discussions it was **Resolved** to purchase a skip to be delivered to the allotments, to clear the waste, Cllr Gascoigne offered to help. – all agreed, show of hands. **Action Clerk**

5. Review & update following the Allotment Inspections from Tuesday 5th May 2026.
Cllr Harrison made comment that following the inspections, several letters had been issued to plot holders along with 3 eviction notices.
Follow up inspections had been carried out to determine if deposits could be refunded.
6. Date & Time of Allotment Inspections & next meeting.
Inspections – Thursday 2nd July 2026 6.30pm @ Allotments.
Meeting – Monday 10th August 2026 @ 7.pm @ village hall.

Meeting Closed 8.15pm

Signed

Date

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