



**H A D D E N H A M**  
P a r i s h C o u n c i l

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE  
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## **NOTICE OF A MEETING OF THE ALLOTMENTS COMMITTEE**

Tuesday 14<sup>th</sup> October 2025, 09.30am  
Conference Room, Haddenham Village Hall and via Zoom

**Members:** Cllr. Hoare and Cllr. Wheeler (Chair)

**Ex-Officio Members:** Cllr. Truesdale

**Co-opted Members:** Mrs Davies, Mr. Pitkin, Ms. Watt (Allotment Secretary) and Ms. Wilkinson

You are hereby **SUMMONED** to attend the above meeting.

**The press and members of the public are invited to attend.**

## **AGENDA**

### **AC26 01 CHAIR OF THE COMMITTEE**

To appoint a Chair of the Committee.

### **AC26 02 VICE-CHAIR OF THE COMMITTEE**

To appoint a Vice-chair of the Committee.

### **AC26 03 APOLOGIES**

To receive any apologies for absence.

### **AC26 04 DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

### **PUBLIC PARTICIPATION**

A maximum of 15 minutes will be allowed to receive representations from members of the public. A maximum of 3 minutes will be allocated to each individual speaker.

### **AC26 05 MINUTES**

To agree and sign the minutes of the meeting held on 16<sup>th</sup> April 2025.

### **AC26 06 TERMS OF REFERENCE**

To note the Terms of Reference for the committee and its relationship with the Parish Council and Rev John Willis Charity.

### **AC26 07 FINANCES**

To receive a report on plot rent income, and expenditure from the reserve.

**AC26 08 SITE MANAGEMENT**

- (i) To receive an update on maintenance.
- (ii) To consider introducing a deposit for new allotment tenants.
- (iii) To consider the draft policy on hen keeping.
- (iv) To review and adopt the draft Allotment Plot Management Advisory Note.
- (v) To review and adopt the Allotments Health and Safety Policy including Risk Assessment.
- (vi) To consider the future of the wood chipping area.

**AC26 09 PLOT MANAGEMENT**

To receive an update on plot occupancy and the waiting list.

**AC26 10 ALLOTMENT USERS GROUP**

- (i) To consider how to manage communication with allotment user group.
- (ii) To receive a report and any requests from the users' group.

**AC26 11 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

**AC26 12 DATE OF NEXT MEETING**

Tuesday 21<sup>st</sup> April 2026, 9.30am.

**CLOSURE OF THE MEETING**



Mrs Sue Gilbert  
Clerk to Haddenham Parish Council

Date: 8<sup>th</sup> October 2025