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DRAFT MINUTES

ALLOTMENTS COMMITTEE MEETING

Wednesday 16th April, 09.30am
Conference Room, Haddenham Village Hall and via Zoom

Present: Cllr. Wheeler (Chair)

Co-opted Members: Mrs Davies, Mr. Pitkin, Ms. Watt, and Ms. Wilkinson

Clerk: Ms. Gilbert

No members of the public

AC25 12 CO-OPTION TO THE COMMITTEE

It was PROPOSED, SECONDED and AGREED to co-opt Hilary Davies to the committee. Mrs Davies then joined the meeting.

AC25 13 APOLOGIES

Apologies for absence were received and accepted from Cllr. Hoare (work).

AC25 14 DECLARATIONS OF INTEREST

All committee members are allotment plot holders.

PUBLIC PARTICIPATION

No members of the public were present.

AC25 15 MINUTES

The minutes of the meeting held on 21st October 2024 were **AGREED** as a true record and signed.

AC25 16 FINANCES

The plot rent income at year-end, 31 March 2025 was £5,838

Expenditure on the allotment site was £6,027, this includes site rent, skip hire and tree work. £134.42 had been spent from the Allotment Improvements Reserve leaving a balance of £3,957.

As expenditure had exceeded income for 2024-25 there would be no year end transfer to the improvements reserve.

AC25 17 SITE MANAGEMENT

(i) Update on maintenance.

The grass has been cut in the car park areas and the access gated opened to allow vehicular access now the ground is dry enough. The Facilities Manager has met some homeowners on Wykeham Gate who have asked for the hedge on their boundary to be better maintained. It was agreed to reduce the height and width. There is also a one-ton

builders bag of rubbish tht needs to be removed from this area, the plot holders will be contacted. A large tree that was overshadowing some plots has been reduced. A section of fence has been replaced. No hedge laying was done over the last winter.

- (ii) It was **NOTED** that the large paddock has been re-let to a new tenant for 1 year. It was suggested the new tenant could be approached regarding a supply of manure for plot holders.
- (iii) It was **AGREED** to let the sheds next to the paddock separately under a shed tenancy agreement for a fee of £120 per annum
- (iv) Introducing a deposit for allotment plots was discussed, plots are sometimes left in a very poor condition, and skip hire to clear the site every year is expensive. The amount of a deposit needs to be enough to make sure the tenant wants to get it back, but not so high that it means some can't afford to take on a plot. Possibly the equivalent of 1 year's rent would be appropriate. It was **AGREED** to **DEFER** a decision to the next meeting to allow more time to consider the impact and seek the views of plot holders.
- (v) The draft policy on chicken keeping had not yet been drafted. Mr Pitkin offered to draft one before the next meeting.
- (vi) There was a discussion about banning the use of chemicals on site. It was considered impossible to police a complete ban, and better to discourage their use. A basic policy can be provided for new tenants.
- (vii) The future of the wood chipping area was discussed as it is proving too difficult for one person to manage It was **AGREED** to meet with Richard Moore who has been managing it before making any decision, and to discuss the issues with the plot holders and then bring back the discussion to the next meeting.

AC25 18 PLOT MANAGEMENT

There are currently three vacant plots, with new tenants applying roughly in line with plots becoming available. The small paddock area is now available for new plots if the waiting list becomes too long.

AC25 19 TRAINING

Possible training opportunities for plot holders was discussed, one of the plot holders could give some training on no dig cultivation methods, or pruning methods could be of interest.

AC25 20 ALLOTMENT USERS GROUP

The allotment users group had not met recently, so a meeting will be arranged.

AC25 21 RECRUITMENT OF NEW TRUSTEES FOR THE PAROCHIAL CHARITIES

Due to the death of Steve Sharp there are now only two trustees of the Parochial Charities, one of which, the Rev John Willis Charity owns the allotment site in Haddenham. It would make sense to appoint trustees from amongst the allotment plot holders. Hilary Davies, Frank Pitkin and Leslie Wilkinson all put themselves forward to become trustees. The formal appointment of the trustees will take place at the next Parish Council meeting on 28th April 2025. Cllr Wheeler thanked them for their support.

AC25 22 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

For the next agenda:

1. Deposit for new tenants
2. Chicken Keeping Policy
3. Chemical use policy
4. Future of the wood chipping area
5. Plot holder training – no dig or pruning
6. Arrange a plot holders meeting to get feedback
7. Review of the committee's role and responsibilities within the Parish Council

AC25 23 DATE OF NEXT MEETING

Tuesday 14th October 2025, 09:30.

CLOSURE OF THE MEETING

The meeting closed at 11:15.

Signed: _____ DRAFT _____
Chair

Date: 14th October 2025