HADDENHAM
Parish Council

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INFORMAL MINUTES
ALLOTMENTS COMMITTEE MEETING

Tuesday 24th March 2026, 09:30
Conference Room and Haddenham Village Hall

Present: Cllr. Hoare and Cllr. Wheeler (Chair).
Co-opted Members: Mrs. Davies
Facilities Manager: Mr. Final
Committee and Communications Officer: Mr. Fox
No members of public.

The meeting proceeded in an informal capacity as the Chair commenced the session earlier than the scheduled start time.

AC26 13 APOLOGIES
No apologies were received from Cllr. Truesdale, Mr. Pitkin, Ms. Watt, and Ms. Wilkinson as the time alteration had not been communicated to these members in advance.

AC26 14 DECLARATIONS OF INTEREST
All members present are plot holders.

PUBLIC PARTICIPATION
None.

AC26 15 MINUTES
The minutes of the meeting held on 14th October 2025 were **AGREED** as a true record and signed.

AC26 16 FINANCES

(i) A report was received on the plot rent income and expenditure from the reserve.
It was **NOTED** that for the 2025/26 annual allotment rent, the total due sum was £6,002.60 and the total sum received was £6,001.600, resulting in an underpayment of £1.
It was **NOTED** that the opening balance for the 2025/26 Allotments Improvements reserves stood at £3,957.03. £2,308.87 had been spent to date on the new pump unit, motor, retrofit kit and power board as required to resolve the water issue.
It was **NOTED** that £5 had been received in annual rent overpayments which has been donated to the Allotments Improvements reserve, resulting in a net balance of £1,653.16.

(ii) A report was received on the Allotments Maintenance budget.
It was **NOTED** that the expenditure from the 2025/26 Allotments Maintenance

budget totalled £1,242.49 against a budget of £1,609. This spend relates to the two skips that were arranged for plot holders to use last year, the parking bollard at the site entrance, and the next skip due for delivery on 28th March 2026.

(iii) It was **AGREED** that the plot rent for 2027/28 would remain the same as the previous year.

AC26 17 SITE MANAGEMENT

(i) An update was received on maintenance works that had been undertaken.
It was **NOTED** that trees and hedges had been cut, plot 45B had their trees cut back, the car park grass had been cut, and the asbestos shed will be removed by the end of April.

(ii) It was **AGREED** that the Draft Plot Lettings Policy/Guidelines are to be implemented as follows:
1) Plots are for Haddenham residents. However, if someone applies from a neighbouring village/town and there is no-one on the waiting list from Haddenham, this person should be for a plot once it has been empty for a month.
2) Preference should be given to people who do not have a plot over people who want an additional one. However, if it is known that more plots are coming available and the person who requested an additional one asks for an adjacent plot, and they have a well-kept plot, their request may be considered.
3) Plots should be offered to people from the waiting list in the order that they have applied.
4) Once an offer has been given, if people do not take it up within 48 hours, it can be offered to the next person on the list.
5) Plots should be offered on the waiting list as soon as they become available to avoid plots standing empty for long.

(iii) It was **AGREED** that the best use of the former paddocks for recommendation to full council is to create extra plots. It was **NOTED** that Cllr. Wheeler was considering that in the future he would like to take these extra plots over to have some sheep.

(iv) It was **NOTED** that no further action could be taken at this stage in relation to the gradient at the site entrance where cyclists are required to dismount and walk their bicycles due to the incline being too steep to ride safely.

(v) It was **NOTED** that the cutting back of overhanging trees along the perimeter of the site had been finished.

(vi) It was **NOTED** that three quotes for the removal of the asbestos shed on plot 75B had been obtained but while being discussed in the Facilities Committee Meeting on 16th March 2026 (FA26 63) there were some further details that required checking, during which the Clerk was delegated to accept the most appropriate quote for the removal of the asbestos shed on plot 75B.

AC26 18 PLOT MANAGEMENT

An update was received on plot occupancy and the waiting list.
The following points were **NOTED**:

- There are currently 7 available plots available for re-letting (after the asbestos shed is removed there will be another) with 14 individuals on the waiting list. Cllr. Wheeler is in the process of contacting those on the list to arrange viewings of the available plots.
- Plot 75B remains vacant due to the shed containing asbestos. This is in the process of being removed before the plot can be offered to the waiting list.
- There has also continued be more plot-swapping requests which has resulted in additional administrative services.
- The Spring Allotment Inspection took place on 17th March 2026, and showed a significant improvement in the condition of many plots compared to the previous inspection.

AC26 19 ALLOTMENT USERS GROUP

Due to Ms. Watt not being informed of the updated meeting time, the report and requests of the Allotment Users Group was not delivered.

Cllr. Wheeler acknowledged that the Allotment Annual Quiz had been a great success, raising over £600, this was **NOTED.**

AC26 20 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

None.

AC26 21 DATE OF NEXT MEETING

20th October 2026 at 09:30.

CLOSURE OF THE MEETING

With there being no further business to be transacted, the Chair closed the informal meeting at 10:12.

Signed: _____ Dated: 20th October 2026

Chair