

**Report of the Allotment Sub-Committee Meeting held  
at 10:30am on Wednesday 30<sup>th</sup> April 2025.**

Present: Councillor D Foster  
Councillor D Powell  
Councillor Dr P Dickson

No Apologies were received.

Councillor Dr Hallan attended the Meeting to learn protocol for the Allotment Sub Committee.

There were no Declarations of Interest received.

**Report of the last meeting held on 19<sup>th</sup> November 2024 and ratified at the Full Town Council Meeting on 28<sup>th</sup> November 2024**

Committee members were previously circulated with the Report of the last meeting held on the 19th November 2024 and ratified at the Full Town Council Meeting on the 28<sup>th</sup> November 2024. Noted.

**To discuss the Allotment Site inspection held on 30<sup>th</sup> April 2025 by Allotment Sub Committee and the Deputy Town Clerk**

The Deputy Town Clerk and Allotment Sub Committee inspected the Allotment Site at 10:30am on the 30<sup>th</sup> April 2025. The Allotment Sub Committee reported their findings back as follows:

**Recommended:** That first warning letters be written to plot holders 59, 62 and 74.

Further

**Recommended:** That the following plots are monitored over the next month and reinspected to see if any work has been undertaken on the plots. Plot numbers 33, 56 and 58.

Further

**Recommended:** That letter be written to Plot Holder 19 asking now that the growing season has started if the rubbish at the back of their plot could be removed.

Further

**Recommended:** That a letter be written to plot holder 97 requesting that they remove the broken glass and frame from the greenhouse on their plot. This is a safety hazard for Allotment Holders as the broken greenhouse overhangs onto the grass pathways.

Further

**Recommended:** That the Allotment Notice Board be updated with new signs including a poster about Ragwort.

Further

**Recommended:** That the Deputy Town Clerk look at replacing all the numbered signs for each Allotment Plot (Plastic pipe / numbered stickers). Also, redraw the Allotment Site Plan including pathways.

**To discuss Allotment work projects proposed for 2025**

The Deputy Town Clerk updated Committee members on the proposed projects for 2025. Members further discussed project ideas.

**Recommended:**

**a) Three new Column Water Points on the Allotment Site** - The Deputy Town Clerk confirmed that a stronger Community Grant had been applied for to purchase and install 3 new water points. A decision should be received by June 2025.

**b) Resurface Road leading into Car Park** - It was confirmed that in April's Full Town Council Meeting £15,000 had been budgeted to resurface the road leading up into the Allotment Site. The Deputy Town Clerk would start to get quotes in the near future to determine exact costings for this project

**c) Reshingle Car Park and pavement on the Allotment Site** – depending upon costings of resurfacing the road, if monies still available in allotment budget 2025/26 look at costings for reshingle of carpark/pathway.

**Note:** The Car Park falls under the ownership of the Horticultural Society. If this project was to proceed it would need to be ran in conjunction with this organisation.

**d) A days skip hire** - Allotment tenants could look at grouping together to obtain skip for site. This potential project would only be considered by Allotment Sub Committee if surplus monies available.

**e) CCTV Camera installed on Horticultural Building** – No action to be taken in 2025/26 financial year. Any reported thefts/vandalism will be recorded by Deputy Town Clerk and the CCTV Camera project will be reviewed in 2026/27 if deemed a viable project for the future.

**Date and Time of next meeting**

The next Allotment Sub Committee Meeting will be held on 28th May 2025 at 10:30am.