

**Report of the Allotment Sub-Committee Meeting held
at 10:30am on Thursday 17th July 2025.**

Present: Councillor Dr L Hallan (Chair)
Councillor D Foster
Councillor D Powell
Councillor P Dickson

There were no Declarations of Interest received.

Report of the last meeting held on 26th June 2025 and to be ratified at the Full Town Council Meeting on 24th July 2025

Committee members were previously circulated with the Report of the last meeting held on the 26th June 2025 and to be ratified at the Full Town Council Meeting on the 24th July 2025. Noted.

To discuss the Allotment Site inspection held on 17th July 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 17th July 2025. The Allotment Sub Committee reported their findings back as follows:

Recommended: That a letter be sent to Plot Holders 16 and 26 asking them to tidy up their allotments.

Further

Recommended: That a letter be sent to plot 57 stating that only half their plot is being worked and would they consider halving their plot.

Further

Recommended: That a letter be sent to lot 97 thanking them for taking down the damaged green house, but could they arrange for the removal of the dismantled greenhouse from the site.

Further

Recommended: First warning letter be issued to plot 80.

Further

Recommended: Gold star letters to be sent to Plot numbers 5, 6, 21 and 34.

To discuss the date for installing new signage on all allotment plots.

Committee Members discussed the date for installing new signage on all allotment plots

Recommended: Provisionally agreed to start new signage installation in August, date to be confirmed.

To discuss Agenda Brief regarding complaint from Plot 70 regarding Plot 69.

Committee Members discussed previously circulated Agenda Brief regarding complaint from Plot 70 regarding Plot 69.

Recommended: Call to be made to plot 69 regarding the tarpaulin roof.

To discuss complaint from Plot 46 regarding how overgrown Plot 50 is.

Committee Members discussed previously circulated Agenda Brief complaint from Plot 46 regarding how overgrown Plot 50 is.

Recommended: That first warning letter be written to plot holder 50

Tenant of Plot 92 called the office after receiving a warning letter and explained due to illness he has not been able to do work on the plot but hopes to start in a few weeks.

Committee Members discussed Tenant of Plot 92 called the office after receiving a warning letter and explained due to illness he has not been able to do work on the plot but hopes to start in a few weeks. Noted.

Date and Time of next meeting

The next Allotment Sub Committee Meeting will be held in September, time and date to be confirmed.