

8th September 2026

Dear Councillor,

You are invited to attend an Allotment Meeting to be held at 10:00am on the 15th September 2026 at the Allotment Site, Llanmaes Road for the purpose of the following;

Yours faithfully



Mrs. R. Quinn.

Town Clerk.

AGENDA.

To receive apologies.

To receive Councillors Declaration of Interest Forms.

- 1) Report of last Allotment Committee Meeting held on 28th July 2026 to be ratified at Full Town Council Meeting on the 24th September 2026.
Separately attached
- 2) To discuss the Allotment Site inspection held on 15th September 2026 by Allotment Sub Committee and the Deputy Town Clerk.
Refer sheet no: 1
- 3) To note email dated 3rd August 2026 from plot no 63.
Refer sheet no: 2
- 4) To note email dated 4th August 2026 from plot 56.
Refer sheet no: 3
- 5) To note letter received 6th August 2026 from plot 53.
Refer sheet no: 4
- 6) To note letter dated 10th August 2026 from plot 11.
Refer sheet no: 5
- 7) To discuss undated letter received from plot 97.
Refer sheet no: 6
- 8) To discuss Agenda Brief re plot 97 going back onto plot 86
Refer sheet no: 7
- 9) To discuss bond entry to Tenancy Agreement.
Refer sheet no: 8
- 10) Set date of next meeting.

**Report of the Allotment Sub-Committee Meeting held
at 10:00am on Tuesday 28th July 2026.**

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

There were no Declarations of Interest received.

1) Report of the last meeting held on 23rd June 2026 ratified at the Full Town Council Meeting on 30th July 2026

Committee members were previously circulated with the Report of the last meeting held on the 23rd June 2026 ratified at the Full Town Council Meeting on 30th July 2026.

Noted.

2) To discuss the Allotment Site inspection held on 28th July 2026 by Allotment Sub Committee and the Deputy Town Clerk

The Deputy Town Clerk and Allotment Sub Committee inspected the Allotment Site at 10:00am on the 28th July 2026. The Allotment Sub Committee reported their findings back as follows:

Recommended: To write to plot holders 63, 53, 56, 11, & 12 asking if they intend to work their plots this year.

Further

Recommended: To check plot numbers 68 & 39 at next meeting to see if any progress has been made.

Further

Recommended: That a 1st warning letter be sent to Plot 97

Further

Recommended: That a Notice be placed in the Noticeboard to ask plot holders to remove ragwort from the plots where it is present

3) To note email dated 26th June 2026 from plot 5

Committee members were previously circulated email dated 26th June 2026 from plot holder 5. Noted.

4) To note email dated 6th July 2026 from plot 68

Committee members were previously circulated email dated 6th July 2026 from plot holder 68. Noted.

5) To discuss Bond information

Committee members were previously circulated information re Bond payments, which had been previously discussed due to tenants leaving their plots in unacceptable conditions, resulting in the Council paying for them to be cleared.

Recommended: That £100 Bond be taken and held for new tenants going forward.

Further

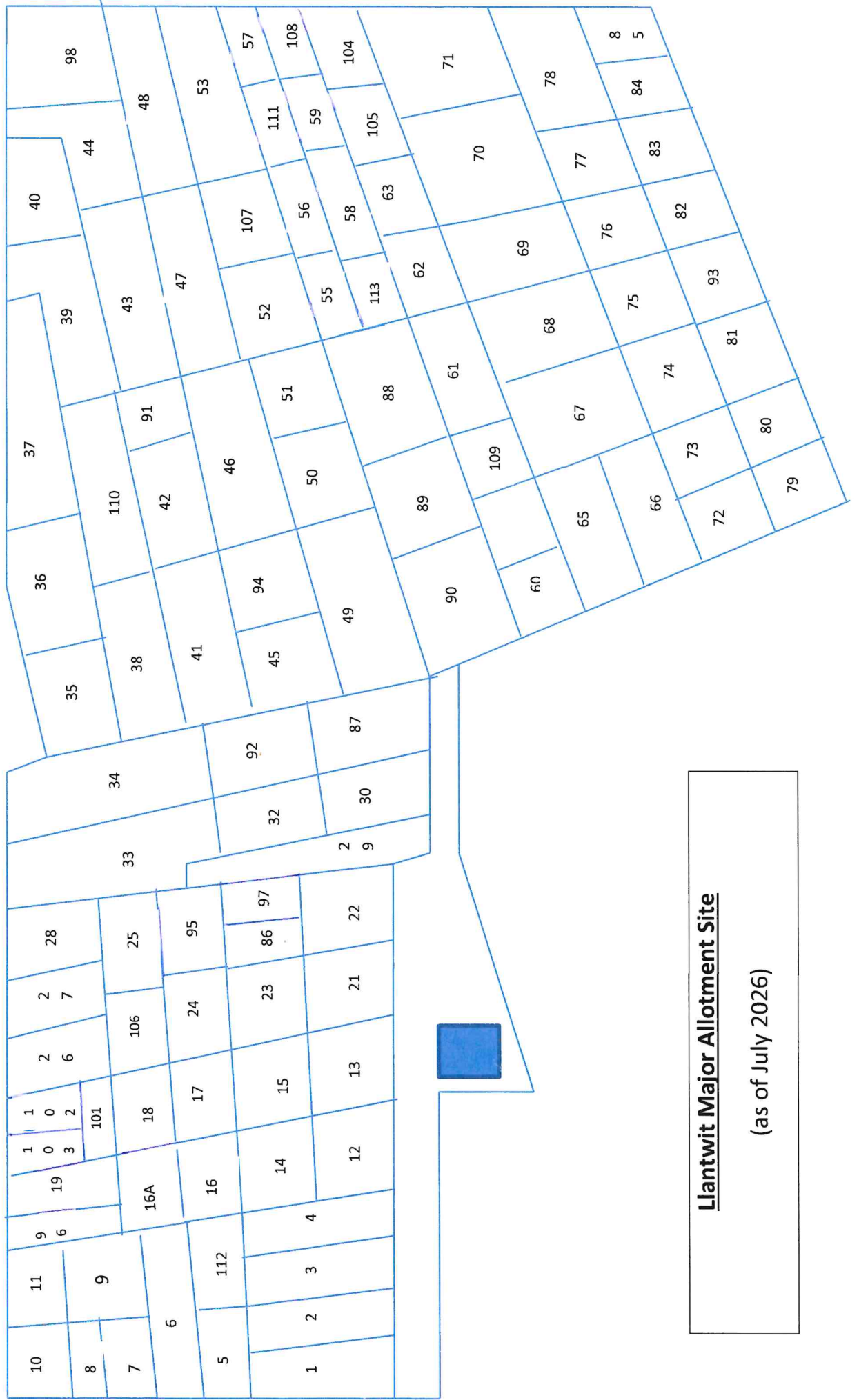
Recommended: That a photograph be taken of plots new plot holders take on.

Further

Recommended: That a letter be sent to plot holders giving up their plot stating that if anything is left and needs to be cleared, then the cost of clearing the plot will be sent to them for payment.

6) Set date of next meeting

Date of next meeting 15th September 2026 at 10am



Llantwit Major Allotment Site
(as of July 2026)

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Rhian Bostanci

From: Info
Sent: 04 August 2026 08:57
To: Rhian Bostanci
Subject: FW: Allotment plot no 63

From: Sarah Minns ·
Sent: 03 August 2026 17:49
To: Info <Info@llantwitmajortowncouncil.gov.uk>
Subject: Allotment plot no 63

Hi Rhian

Thanks for your letter. I've had a bad back on and off for the last few months, and some other health issues, which have limited my ability to work the allotment. I am now much better. I do still want to keep on the allotment and will make sure its kept up from now on.

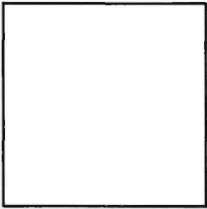
Best wishes

Sarah

Rhian Bostanci

From: Info
Sent: 04 August 2026 12:03
To: Rhian Bostanci
Subject: FW: Plot 56
Attachments: 23704.jpg; 23866.jpg; 23686.jpg; 23522.jpg; 23864.jpg

From: Charlotte Gronow <Charlotte.Gronow@llantwitmajortowncouncil.gov.uk>
Sent: 04 August 2026 11:45
To: Info <Info@llantwitmajortowncouncil.gov.uk>
Subject: Plot 56



23524.jpg

Good morning

I am sad to see that I've received another letter despite me being in touch. you can see in my photos that I did as promised a lot of clearing. I then went away to get married and was informed that my plot would be used for storing equipment during the filming for a month. I've also been in touch to inform you of our plans that our plan is to have it fully cleared by the end of this year and to have it being used as it should for the new growing season.

Kind regards
Charlotte



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Brynach Day

Re: Llantwit major: Allotment S3

Hely Rhian

Because the film crew wanted to use my allotment as a communal gathering space ~~which~~ for the TV show, I was asked not to ~~use~~ plant in the majority of my allotment this year. I used a third this year and a plan to use it fully next year.

Best Brynach

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10 Aug 2026

Dear Rhian

Llantwit Major Allotment Plot No 11

I am replying to your letter to me of 23 July 2026 about the state of my allotment.

I have just returned from holiday in July when of course little work was carried out on my allotment and the weather has been exceptionally dry. A colleague did some light watering for me.

In late June, before I left on holiday, I took out kale, a year's supply of garlic, raspberries and some rhubarb.

Since my return, I've been to the allotment three times. I've removed many of the weeds that have grown in late June and during July. I've also harvested rhubarb as well as onions, shallots and potatoes - the tops of these plants had died away and it was not evident that any plants were under the ground and ready for harvesting. I'm currently growing pumpkins.

I have now cut back the grass that had built up in the last six weeks. I plan to remove a tree that is now too high and to replace the strawberry plants - the birds ate most of the strawberries! I planted carrots before I left on holiday but sadly these were a victim of the lack of rain.

I should add that I've been helping a colleague with part of his allotment.

So in answer to your question, I am keen to maintain and work on my allotment. I have some plans for the winter - more garlic, onions and shallots, which have grown extremely well- and, as noted above, the removal of most of the strawberry plants and the tree.

I hope that the next time the Allotment Sub Committee visits my site, the members will be more satisfied with the state of Plot No 11.

Best wishes

Your sincerely

John Graystone

Dr John Graystone

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David Ballard

Thankyou for your recent letter concerning my allotment. As I have previously informed the allotment committee that after breaking my leg I have experienced mobility issues, I am in the 8th month of rehabilitation which is likely to take 12 months. I have attempted to try and dig the allotment but with the hardened ground I have found it too painful a task and likely to harm my recovery.

As your committee seem intent on reclaiming the patch I will reluctantly give up my claim and will accept your decision to give me notice to quit.

Please note my previous comments still apply and I believe your committee to have acted unfairly and with no regard for my interests I also believe your actions to be discriminatory to someone with a temporary disability and reserve my right to take this matter further should I wish,

Yours sincerely,

A handwritten signature in cursive script that reads "David John Ballard".

David Ballard - Plot 97

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Agenda Brief

Following letter received from plot holder 97, plot holder 86 has requested that it be reinstated onto plot 86 and plot number 97 no longer be used as a separate plot. Originally plot 97 was plot 86, but was split in 2021.

Decision to be made whether to keep plot 97 separate or put back onto plot 86.



Bond Deposit

1. Upon commencement of the tenancy, the Tenant shall pay to Llantwit Major Town Council a refundable bond of **£100.00** ("the Bond").
2. The Bond shall be held by the Council as security against:
 - Failure to clear the allotment plot upon termination of the tenancy;
 - Removal or damage to Council property, fixtures, gates, locks, fencing, water facilities or communal areas;
 - Costs incurred by the Council in remedying breaches of the tenancy agreement;
 - Removal of rubbish, waste materials, structures or other items left on the plot following termination.
3. Prior to the termination of the tenancy, the Council may inspect the allotment plot to determine whether any remedial works are required.
4. Provided that:
 - The tenancy has been properly terminated;
 - The plot has been left in a reasonably cultivated, tidy and tenantable condition;
 - All Council property has been returned;
 - No monies remain outstanding to the Council;the Bond shall be refunded to the Tenant within 28 days of the Council's final inspection.
5. Where the Council incurs costs arising from any breach of this agreement, the Council reserves the right to deduct reasonable costs from the Bond. Where such costs exceed the value of the Bond, the Tenant shall remain liable for the balance.
6. The Council shall provide the Tenant with written details of any deductions made from the Bond.
7. The Bond shall not attract interest whilst held by the Council.

I would also recommend adopting a simple **Bond Deposit Policy** approved by Council, setting out:

- when the bond is payable;
- inspection arrangements;
- circumstances in which deductions may be made;
- appeals/disputes process; and
- refund timescales.