

Minutes of ALLOTMENT COMMITTEE Meeting of 23rd July 2024 at 7.00pm at Euxton Allotment Site Office

Councillors present: Cllr E Jones (Chair)
Cllr D Rigg
Cllr K Reed
Cllr G Vickers
Cllr P Fellows

Officers present: A Mayoh, L Hardman

Members of the public: 0

1. Apologies - Nil
2. Minutes of meeting held Tuesday 23rd July 2024

Resolved: Minutes of the Allotment Committee held on 23rd July 2024 were agreed to be an accurate record and signed by the Chairman.

3. Public participation

No members of the public present.

4. Site Reports and Considerations

. Enforcement Procedures – Regulations and Plot Warning Letters

Councillors discussed proposed amendments to Allotment Policy and Agreement documents and a form of words for Plot Warning Letters.

Resolved: Cllr Jones advised that the Allotment Policy and Agreement documents should be updated to reflect the decisions made by the Committee and to include the form of words for Plot Warning Letters.

. Policy re Unaccompanied Minors

The Committee discussed the issue of unaccompanied minors on the Allotment Site which is a breach of Health and Safety Regulations.

Resolved: Cllr Jones advised that the Allotment Licence Agreement Document will be amended to state that unaccompanied minors are not permitted on the Allotment Site as it is a breach of Health and Safety regulations. Further advised that Plot Holders are to be reminded of the Licence details and that the gate security code is for the information of Plot Holders only and is not to be shared with family members. A notice will be placed in the noticeboard on site together with a sign on the entrance gates and an email circulated to all Plot Holders.

5. Plot Reports and Considerations

. Inspection Reports update

The Allotment Officer gave an update on the inspection reports carried out on site. Improvement notifications were required for 3 plots all of which have now been resolved. One further plot has not shown any improvement and therefore requires a notification letter.

. Changeover of Plots

There is currently one vacant plot which is now available to view and there are 31 people on the waiting list.

. Compost Bays

The compost bays will reopen on 1st October 2024 for a period of 1 month.

6. Further development of planters on site

Councillors discussed the matter of purchasing further planters for the Allotment Site.

Resolved: Cllr Jones requested that the Allotment Officer obtain costings for the next Allotment Committee meeting.

. Consideration of internal competitions for Plot Holders.

Cllr Jones proposed a competition be held at the Allotment site with 10 classes which all plot holders can participate in. Judging will take place in August 2025 there will be 3 prizes and a plaque for the winning plot.

Resolved: Cllr Jones will design a poster for the December edition of the Euxton newsletter and a copy will be circulated to all plot holders together with the competition details. Cllr Reid requested that copies of the Euxton newsletter be placed in the Allotment cabin for the information of plot holders who do not have a copy delivered to their home address – Deputy Clerk will deal.

7. Portable Toilet – Update on servicing and costs

Deputy Clerk updated the Committee on the hire and ongoing service costs for the portable toilet on the site. The Allotment Officer reported that the facility has been well received by plot holders and is an asset to the site.

Resolved: Cllr Jones advised that the contract hire should be renewed at the end of the 3 month period and to continue on a rolling contract on a 3 monthly basis.

8. Allotment Society

No members of the Allotment Society were present and the Minutes from the last meeting on 11th August 2024 were not received.

10. Any other items which need attention or research

The matter of drainage issues on the site was raised by the Allotment Officer and discussed by the committee.

Resolved: Cllr Jones advised that the drainage situation should be monitored.

The Allotment Officer reported that the planting of wildflowers did not provide good results this year and the subject of an industrial rotavator to assist was discussed by the committee.

Resolved: Cllr Jones requested that equipment prices be obtained by the Allotment Officer and the item be placed on the Agenda for the next meeting.

Cllr Jones reported on the IYN presentation ceremony to be held on 30th October 2024 and suggested that members of the Village Caretaking team attend to represent EPC. Details to be provided to Deputy Clerk by 20/09/2024.

11. Date of Next Meeting

The next meeting of the Allotment Committee will be 5th December 2024

Meeting concluded at 2035 hours.