

Minutes of ALLOTMENT COMMITTEE Meeting of 13th March 2025 at 7.00pm at Euxton Allotment Site Office

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

Officers present: A Mayoh L Hardman

Members of the public: 0

1. Apologies – Cllr P Fellows
2. Minutes of meeting held Thursday 9th January 2025

Resolved: Minutes of the Allotment Committee held on 9th January 2025 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

- Site Security / Gates Update

The Allotment Officer reported that the new lock and the gates are in working order.

Resolved: The Allotment Officer confirmed that the lock is working and the gates can be secured.

. Policy re Tyres on site

The Allotment Officer reported that there has been an increase in the number of tyres on site and a quantity have been left behind by outgoing plot holders which is in contravention of the Allotment Licence Agreement.

Resolved: Deputy Clerk advised that Section 22 of the Allotment Licence Agreement Document was updated 01/10/2024 detailing that the “Licensee is responsible for removal of any structures or waste materials stored on the plot e.g. tyres, weed killers, pesticides. If prescribed waste is left on the plot EPC will remove it and invoice the outgoing plot holder for the disposal. EPC may take action to reclaim expenses made to remediate the plot”. Cllr Jones advised that a copy of the updated Allotment Licence Agreement document is to be sent by email and post to all Plot Holders detailing the amendments. Licensees will be required to sign and return the document to confirm they have noted the changes. It was further decided by the Committee that due to the cost of removal and the fact that they are classed as industrial waste, no further tyres will be allowed on the Allotment Site from 1st April 2025 with the exception of existing tyres which are already being utilised on plots.

5. NWIB /IYN 2025 Competition Entry

The Committee decided that Euxton Allotment Gardens would like to enter the competition for 2025. Cllr Jones advised that details are displayed on the Allotment Site noticeboard and have been published in the Euxton Web. The Deputy Clerk reported that the closing date for entries is 31/03/2025.

Resolved: Deputy Clerk will submit the application before the closing date.

6. Development of planters on site – update re purchase of plants / mini conifers

The Allotment Officer provided an update re the plants and costings for the purchase of conifers for the planters.

Resolved: Cllr Jones authorised the purchase of conifers for the planters from the Allotment budget, to be sourced by the Allotment Officer.

7. Rotavator – update re purchase and hire

Cllr Jones reported that a rotavator has now been purchased and is available for use. It will be utilised by the Allotment Officer to create a wildflower meadow on the allotment site and will also be used in the village.

Resolved: Cllr Jones advised that the rotavator operated by the Allotment Officer can be hired by plot holders at a cost of £30.00 per hour. A poster advertising the service has been displayed in the noticeboard on site and circulated via email to all plot holders.

8. Compost Bays – date of reopening and unauthorised waste

Allotment Officer reported that some unauthorised waste has been left in the compost bays however they can be reopened from 02/04/2025.

Resolved: Deputy Clerk will arrange for the contractor to empty the compost bays prior to 02/04/2025..

9. Allotment Society

No members of the Allotment Society were present.

10. Any other items which need attention or research

Cllr Rigg and the Allotment Officer discussed the subject of petrol storage on site for the rotavator.

Resolved: Cllr Reed requested that enquiries be made with the Clerk in relation to the regulations for petrol storage.

The Allotment Officer asked if EPC can assist in offering Work Experience to suitable candidates.

Resolved: Cllr Jones advised that this would be a matter for the Personnel Committee.

Resolved: Members agreed that pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Paragraph 1, Part 1 of Schedule 12A to the Local Government Act 1972. It is proposed that because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.

11. Plot Reports and Considerations

- Inspection Reports Update

Resolved: Plot Inspections to be carried out w/c 02/04/2025.

- Changeover of Plots

Resolved: Deputy Clerk will carry out a viewing of the vacant plot 19/03/2025.

- Plot Clearance

Resolved: Committee discussed the regulations re plot clearance and reinforced the decision made at Point 4 of the Agenda. Deputy Clerk will circulate the amended Allotment Licence Agreement document to all Plot Holders via email and post.

- Plot Rental Fees for 2025/2026

Deputy Clerk reported that the Plot Rental Fees for 2025/2026 are £100.27 for a Full Plot and £50.13 for a Half Plot. An email has been circulated to all Plot Holders advising them of the increase in fees which will be debited w/c 06/04/2025.

- Internal Competitions for Plot Holders

Cllr Jones reported that details of the internal competitions have been circulated to Plot Holders on the WhatsApp group and a poster has been put in the noticeboard on site together with an article in the Euxton Web.

Resolved: Cllr Jones has published an article in the March edition of the Euxton Parish newsletter and circulations have been sent to Plot Holders.

12. Date of Next Meeting

The next meeting of the Allotment Committee will be 29th May 2025

Meeting concluded at 2015 hours.