



# EUXTON PARISH COUNCIL

Meeting: Allotment Committee Meeting

The Cabin, Euxton Allotment Site, off Copland Place, Euxton PR7 6QW

Thursday, 14<sup>th</sup> March 2024 at 7.00 pm

## AGENDA

1. Apologies
2. Minutes of meeting held 7<sup>th</sup> December 2023
3. Public Participation
4. Bee project – prospective hive positions
5. Site reports and considerations
  - Footpaths – top dressing update
  - Drainage on site – investigation of water source and improvement options.
6. Plot reports and considerations
  - Inspection reports update
  - Changeover of plots
  - Plot rentals and non-payment rules -updated forms
  - Tyre Disposal
7. Election of Vice Chairman for Allotment Committee
8. RHS It's Your Neighbourhood (IYN) Entry 2024
9. Allotment Society
  - Minutes from meetings
  - Reports back
  - Outstanding items
10. Any other items which need attention or research
11. Set date for next meeting

### Allotment Committee

Eric Jones

Katrina Reed

Dez Rigg

Sam Hoyle

*L Hardman*

DEPUTY CLERK

Published: 05/03/24

MINUTES of ALLOTMENT COMMITTEE Meeting of 7 December 2023 at 7.00pm at Euxton Allotment Site Office

Councillors present: Cllr E Jones (Chair)  
Cllr D Rigg  
Cllr K Reed  
Cllr S Hoyle (not in attendance)

Officers present: A Mayoh L Hardman

Members of the public 2

1. Apologies None
2. Minutes of the meeting held 23 February 2023.

**Resolved:** Minutes of the Allotment Committee held on 23 February 2023 were agreed to be an accurate record and signed by the Chairman.

3. Public participation

Two Plot Holders Present. The issue of drainage on site was raised. See Point 5 Site Reports and Considerations for Resolution details.

4. Bee Project

Members discussed the possibility of an alternative location for a hive as the Orchard is no longer a viable option due to access issues for contractors. A letter will be sent to plot holders in April with any new prospective positions. Item to be placed on the Agenda for the next Allotment Committee Meeting.

5. Site Reports and Considerations

Footpaths

Estimates to be obtained for new top dressing to all footpaths to replace surfacing which has been eroded.

Drainage

Enquiries to be made with CBC re the existing land drain on site, may require a feasibility study and drainage survey to identify the water source.

6. Plot Reports and Considerations

Inspection Reports Update –

The Allotment Officer has carried out plot inspections and improvement letters have been issued where applicable. The setting of cultivation targets was discussed. Amendments are to be made to the Allotment Agreement and Guidelines forms to cover the non-payment of rent and plot rental payments to be made by Direct Debit on 6<sup>th</sup> April each year, a 40 day notice period will be given for non-payment.

There was a discussion regarding fence heights on plots, any addition must not exceed 1.2m to maintain the open plan design of the allotment site.

Change Over of Plots –

There is currently one plot available and a viewing has taken place, there are 24 people on the waiting list at this time.

Plot Rentals – The new Rental Fees of £97.92 and £48.96 (half plot) come into effect from 06/04/24.

7. Allotment Society

The Allotment Society Meeting on 3rd December 2023 did not go ahead and has been rescheduled for 14<sup>th</sup> January 2024.

Reports Back

Security issues; the new gate locking system appears to be working well and no issues have been reported. A new defibrillator has been fitted to the Allotment Site perimeter fence.

Outstanding Items

A suggestion was made to put bedding plants or raised beds on perimeter of the car park to make a floral border, item to be discussed at the next Allotment Society meeting.

8. Any Other Items which need attention or research

Councillor Neil Hall has resigned his position as a Parish Councillor and there is now a vacancy for Vice Chairman on the Allotment Committee. Item to be added to the Agenda for the next Allotment Committee Meeting.

The North West In Bloom scores were discussed with the site scoring 85 out of 100. One area of development NWIB suggested was the possibility of splitting plots to create starter plots to assist with the numbers on the waiting list.

The issue of tyres on plots and how to dispose of them was discussed. Enquires to be made by the Deputy Clerk and Allotment Officer re disposal options. Item to be added to the Agenda for the next Allotment Committee Meeting.

The subject of green algae/moss on the edges of the allotment site was raised. The Allotment Officer will treat it in April 2024.

9. Budget

The budget of £15,224.27 is sufficient and no request from precept was made.

10. Set date for next meeting

The next meeting was set for 14<sup>th</sup> March 2024.



<b>For Admin Only</b>
Group:
Entry:
Key Contact:
Area:
Co-ordinator:
Paid:
Status:

## RHS It's Your Neighbourhood (IYN) Entry Form 2024

**Please note:**

A unique contact is required for each group that enters.

**Name of Entry**.....

*This is the name that will appear on any award/certificate you may receive.*

**Post Code of Entry (for location of the site)** .....

**Contact Name**..... **Position**.....

**Address**.....

**Post Code**..... **Tel No**..... **Mobile**.....

**E-mail**.....

### RHS IT'S YOUR NEIGHBOURHOOD AWARDS

Please indicate the category in which you wish to be assessed

Category	Charge	Please Tick
Neighbourhood	No Fee	
Hospice / Residential Home	No Fee	
Railway Station	No Fee	

Please return (preferably by e-mail) by **31st March 2024** to:

Regional Organiser,  
 Britain in Bloom North West,  
 Rural Business Centre, Myerscough College,  
 Bilsborrow, Preston, Lancashire PR3 0RY

**Tel:** 01995 642101

**E-mail:** [info@northwestinbloom.com](mailto:info@northwestinbloom.com)

#### **Privacy Notice**

*I am aware that for the purposes of Britain in Bloom and IYN my data will be shared with the RHS and stored and processed in compliance with the General Data Protection Regulation. For more detail see our website: [www.northwestinbloom.com](http://www.northwestinbloom.com)*