

MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD IN SETTLE TOWN HALL ON MONDAY 21st July 2025 AT 7:00PM

Present: Cllr Cotton (JC), Cllr Taylor (DT), Cllr Marsden (LM), Cllr Hayes (SH), Cllr Lord (JL)

Allotment Representatives: A Bullough, R Warham

Clerk: Katie Dugdale **Assistant Clerk:** Emma Rayner

Member of the Press / Public: 2 plot holders were present

Minute Ref	Minutes - Allotments Committee Monday 21st July 2025
A01/2025-26	Election of Chair of the Allotments Committee RESOLVED: Cllr. Hayes was elected as Chairman of the Allotments Committee
A02/2025-26	Election of Vice Chair of the Allotments Committee RESOLVED: Cllr. Marsden was elected as Vice Chairman of the Allotments Committee
A03/2025-26	Apologies: i) To receive apologies for absence and record these in the minutes. No apologies received ii) To consider the approval of reasons for absence given by Councillors. No apologies received
A04/2025-26	Code of Conduct - Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda, to consider any dispensations or changes in member's register of interests. No interests declared.
A05/2025-26	Clerk report - To receive an update from the Clerk on actions taken since the last meeting. The Clerk and Assistant Clerk provided an update. The information was noted
A06/2025-26	Allotment representatives a) To receive a report from the Cammock Allotment Representative. The Cammock Allotment Representative provided a report. Generally the plots were being well cultivated and looked after. A few plots had not been cultivated and now had large weeds growing. The numbers of these plots was noted and it was AGREED that the Assistant Clerk would carry out a visit to the site. The update was noted. b) To receive a report from the Dog Meadow Allotment Representative. The Dog Meadow Representative provided a report and the information was noted.
A07/2025-26	Correspondence - To receive and respond <i>19:30 R Warham left the meeting</i> a) Letter received from plot holder regarding wood burning stove on allotments. RESOLVED: To write to the plot holders who have wood burning stoves on their allotments asking them to not use their stoves whilst the current guidelines & rules are being reviewed. <i>19:34 R Warham returned to the meeting.</i> b) Letter received from plot holder regarding drainage on the dog meadow site. The information was noted. c) Email received regarding concrete on Cammock. It was AGREED that the Allotment rep would have a look and see if the concrete pile can be broken up and used for rubble on the track.

A08/2025-26	Dog Meadow a) To consider drainage investigation works at the site at a cost of £350 + VAT and further actions. RESOLVED: That drainage investigation work be carried out at the Dog Meadow site at a cost of £350 + VAT and that the findings be brought back to a future meeting. b) To consider any additional works required at the site. It was AGREED that the Council shed needed looking at once the new handyperson was in position and that the land agent be contacted to ask for a longer lease and for clarification on the terms of the lease before committing to any further works. .
A09/2025-26	Cammock Lane a) To consider a hen application for CL9C. RESOLVED: That the hen application for plot CL9C be approved. b) To discuss any additional required works at the site. It was AGREED that the Clerk would arrange a date with the tree surgeon for the approved tree works to be carried out.
A10/2025-26	Waiting Lists & Vacant Plots - To receive an update on the allotment waiting lists & vacant plots status. The Assistant Clerk provided an updated. The information was noted
A11/2025-26	Financial updates - To review the payments and receipts to date and spend against budget. The payments and receipts and spend against budget were reviewed.
A12/2025-26	Future agenda items. To be emailed into the Clerk.
A13/2025-26	Date of next meeting. To arrange a date for the next Allotments Committee meeting. It was AGREED that the Clerk would circulate a suitable date for the next Allotments Committee meeting <i>Meeting Closed 20:02</i>