MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD IN SETTLE TOWN HALL ON FRIDAY 9th October at 2pm

Present: Cllr Hayes (SH) (Chair), Marsden (LM) (Vice Chair), Taylor (DT)

Allotment Representatives: A Bullough, R Warham**. Clerk:** Katie Dugdale **Assistant Clerk:** Emma Rayner

Member of the Press / Public: 3 plot holders were present

Public Participation: A plot holder reported that they had, had numerous incidents of items being stolen or broken on their plot at Cammock. They asked if it was possible to be moved to a different plot as the many incidents were spoiling their enjoyment of having an allotment.

Minutes Ref	**Minutes Allotments Committee 9th October 2026**
A01/2026-27	Election of Chair of the Allotments Committee. **RESOLVED: Cllr. Hayes was elected as Chairman of the Allotments Committee.**
A02/2026-27	Election of the Vice Chair of the Allotments Committee. **RESOLVED: Cllr. Marsden was elected as Vice Chair of the Allotments Committee.**
A03/2026-27	**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.**
A04/2026-27	**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.**
A05/2026-27	**Clerk report -** To receive an update from the Clerk on actions taken since the last meeting. **The Clerk provided an update, the information was noted.**
A06/2026-27	**Allotment representatives** a) To receive a report from the Cammock Allotment Representative. **The allotment representative provided a report. Topics raised included items stolen from plots, children accessing the site and riding their bikes around the allotments, and concerns over the welfare of some hens. The information was noted.** b) To receive a report from the Dog Meadow Allotment Representative. **The allotment representative provided a report. Topics raised included rabbits, rats and jackdaws causing a nuisance, hedges not pruned, theft of produce, and clarity needed on the policy & guidelines.**
A07/2026-27	**Correspondence - To receive and respond** a) To consider a hen application from the tenants on plot Cammock 29B. **RESOLVED: That the hen application for 29B be approved.** b) To consider a request from a plot holder that has moved out of Settle. **It was RESOLVED that as per the Council's allocation policy that the tenant would be asked to terminate their tenancy as they had moved out of the Parish. If the tenant wished to appeal the decision or further details were received, then the decision would be reviewed.** c) To receive a request from a plot holder to move plots after issues with vandalism and theft on their current plot. **After discussion it was RESOLVED that permission be granted for the plot holder to move on to another plot when one becomes available.** d) To receive a report of theft of produce from plots at the Dog Meadow site. **The allotment representative reported that plot holders had made him aware that produce had been taken from a number of plots. It was AGREED that Settle Police should be made aware of the incidents, and that the Clerk would review the signage at both allotment sites.**

A08/2026-27	**Financial** a) To review the receipts and payments to date and spend against budget. **The receipts and payments to date and spend against budget was reviewed. The earmarked reserves for allotments was also discussed. The information was noted.** b) To propose an Allotments budget for 2027/28. **RESOLVED: That the proposed budget for 2027-28 would remain the same as 2026-27.** c) To review the current plot rents and consider any changes to the rents for 2028/29. **RESOLVED: That this agenda item be deferred to the next meeting of the Allotments Committee.** d) To receive an update on the grant funding application and consider any other grants available. **The Clerk reported that a grant funding application to BCBN had been submitted but they had not heard back. It was AGREED to explore other funding options to contribute towards the cost of the drainage project at Dog Meadow, and that an application would be submitted to the Impact Fund.**
A09/2026-27	**Dog Meadow** a) To receive a quote for tree works on the site and consider any further action. **RESOLVED: That works to the tree on Dog Meadow Plot 29C be carried out to lift the crown and remove the lower branches at a cost of £595 + VAT and that this work be carried out by Treetops Tree Surgeons.** b) To discuss the issue of rabbits causing a nuisance on the site and consider any further action. **After discussion it was AGREED that the Dog Meadow allotment representative would speak to the farmer of the adjacent field to discuss the rabbit issue and to see if they have undertaken any action.** c) To discuss the drainage works required at the site and consider any further action. **The Clerk provided an update that the initial cost of drainage works around plot 15 would be in region of £7,000 -£10,000 and that earmarked reserves are being built up for the project. It was AGREED to investigate funding streams to contribute towards the cost.** d) To consider any additional works required at the site. **It was agreed that bird feeders could be adding to the problem of rats on the site. It was AGREED for the Clerk to write to plot holders who have open bird feeders on the site to request that they be removed.**
A10/2026-27	**Cammock Lane** a) To discuss the hens on the Cammock site - *Cllr Marsden*. **Cllr Marsden raised concerns over the welfare of some of the hens on the site, and that this problem had been ongoing for some time. It was AGREED that any future concerns noted by plot holders over the welfare of hens should be reported direct to the RSPCA and that the Clerk should be notified too.** b) To discuss any additional works required at the site. **Signage at the site would be reviewed. Once a new lease had been signed then the works required to the boundary wall could be discussed.**
A11/2026-27	**Waiting Lists & Vacant Plots -** To receive an update on the allotment waiting lists & vacant plots status. **The Assistant Clerk provided an update. It was noted that there was currently 13 people on the waiting list and one vacant plot, (where letting had been placed on hold). It was further noted that a large number of plots, (24 plots) had been given up / relet this year so far. The information was noted.**
A12/2026-27	Future agenda items. **Rent reviews and drainage, other agenda items to be emailed to the Clerk.**
A13/2026-27	**Date of next meeting.** To arrange a date for the next Allotments Committee meeting. **It was AGREED that the next meeting of the Allotments Committee would take place in February / March. A date would be circulated.** *The meeting closed at 15:40.*