

MINUTES (subject to agreement at the next Committee meeting) of a meeting of the Allotment Committee held on Wednesday 24th September 2025 at 10:30 in the Parish Office

Members Present: Councillors: Sheila Hope Chair SH, Cathy Hunt CH, Vince Russell VR, Kate Bishop KR,

Invited: Allotment Representatives (AR): David Jackson DJ,

Also Present: Parish Clerk CS, Administration Officer JM

Also present: 1 member of the public MOP

Item No.	MINUTES
25/033	Apologies Apologies were received and accepted from Cllr Penny Kennard and Matt Osborne
034	Declarations of Interest None declared
035	Minutes of the Allotment Committee Meeting held on 6 th August, 2025. The minutes were agreed unanimously.
036	Finance Income and Expenditure Report Income Since April 2025 £5896.58 Payments since April 2025 £356.97 – water £40.50 new lock £4536.50 Fence £40.00 wooden speeding signs have also been purchased since the agenda was published. Agree and review fence quote – quote for £3780.00 plus VAT for Steve Dabbs– agreed unanimously. Other quotes were requested but not received. Review plot fees – suggestion that fees be increased over a three-year period to get them in line. In first year, half plot to be increased by £1.00 and full plot by £7.00. – Agreed.
037	Infrastructure and Maintenance <ul style="list-style-type: none">Trees – list of trees needing attention to be made, JM will then send letters to relevant plot holders informing that removal is required by end of February 2026. Confirmation to be included in correspondence that it is the responsibility of tenants to fund this work and not the CouncilRats and Mice – SH confirmed that she was awaiting a quote for some pest control work to be carried out on the site, no budget for pest control, there has been a big increase in the presence of rats and mice this year. ACTION – Agreed that signs reminding plot holders of the need for good housekeeping on plots, CS to e mail all plot holders to remind of this in addition to signage being placed on site.
038	Site Management

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	<ul style="list-style-type: none"> • Noticeboards – Being updated. • Signs – two wooden speeding signs obtained and to be placed on site by Allotments Representatives. • Bonfires – reminder to be included in e mail to plot holders that bonfires only permitted between 1st November and 31st of March and only at weekends. • Allotment Representative roles – Agreed as discussed previously
039	<p>Public session</p> <p>To provide members of the public and/or press with the opportunity to comment on items on the agenda or raise items for future consideration. This session shall not exceed fifteen minutes and each member of the public shall not speak for more than three minutes.</p> <p>None requested as points covered earlier</p>
040	<p>Waiting List and Vacant Plots</p> <p>No current vacant plots 10 currently on Parish waiting list. 14 on Non-Parish waiting list – these have been recently contacted to ascertain if they wish to remain on list, some responses received, will review further at next Committee meeting.</p>
041	<p>Receive report from Allotment representatives with an update on actions taken and tenants responses including swaps. – given.</p> <p>Committee members wished to extend their thanks to DK, MO and BC for their hard work at the allotment site.</p>
042	<p>Budget for 2026/27</p> <p>Proposal that budget be increased to £3,500 for maintenance due to increased costs.</p> <p>Budget for water to be raised to £1,800 from previous £1,600 due to increase in cost.</p>
043	<p>Matters for consideration –</p> <p>Terms and conditions Terms of Reference</p> <p>Agreed further site walk round to be completed by KB and CH to check ponds and other water containers on plots.</p>
044	<p>Date of next meeting 5th November, 10.30 a.m.</p> <p><i>Please check the Prestbury Parish Council website Events Calendar for any changes to date/time.</i></p>