



**Minutes of the Allotment Committee meeting held on Wednesday 14<sup>th</sup> July 2021 at EBPC  
Allotment Site, Wellingborough Road, Earls Barton.**

**Present:** Cllr Vicky Gould, Cllr Polly Hadman, Cllr Steve Hiscock, Mr Brian West.

1. **Election of Chair** – Cllr Gould was unanimously elected a Chair of the Allotment Committee.
2. **Public Speaking Time** – tenants of the allotments addressed the members of the committee regarding various concerns regarding the allotment site and it's management.
3. **Apologise for Absence** – apologies were received from Cllr Steve Dodds, Cllr Mary Walters and Ginny Pope.
4. **Declarations of Pecuniary Interest** – none were declared.
5. **Walk Around and Inspection of Allotments** – an inspection was carried out and areas of interest and concern were noted, including those plots that are not currently being cultivated, overgrown plots and the maintenance of public areas.
6. **Report from Clerk into the management of the allotments and any issues that need to be considered** – the Clerk discussed the layout of the allotments, the waiting list, the tenancy and what steps are taken relating to those not adhering to the tenancy agreement.
7. **Discussion on any action that needs to be taken – action to be approved at the next meeting of the Allotment Committee** - It was agreed that the tenancy agreement needs to be updated, and this needs to include arrangements for dealing with those not tending to their plots (a disciplinary procedure). A review of plots needs to take place and consideration given to sub-dividing plots and improving access. A review of the maintenance of PC controlled areas needs to take place and consideration given to clearance of plots prior to re-letting. The Clerk will provide a copy of the tenancy agreement and plan to members. The Clerk will also contact all tenants prior to the next meeting to advertise the vacancy on the committee for a non-parish council member.

**Date of Next Meeting** – to be confirmed.