

Minutes of the **Allotment Advisory Committee meeting** held on Monday 10th March 2025 in Messingham Community Hub commencing at 6pm.

Present: Councillors N Poole, (Chairman), J Briggs, J England, J McKellarMain, C Scott, P Skelton, A Tasker.

Allotment representative: not in attendance

In Attendance: Tracey Black, Parish Clerk

703. Apologies for absence

To receive apologies for absence – Cllr T Foster, Mr S Waddingham (Allotment representative).

704. Declarations of interest

Cllr C Scott declared a personal & prejudicial interest as an allotment holder.

705. Minutes of last meeting

The minutes of the last meeting held on Monday 11th March 2024 had been circulated to all committee members prior to the meeting. It was noted the minutes had been adopted by Full Parish Council on Monday 8th April 2024 minute ref. 1794 243b.

706. Clerks report

To receive the Clerks report and update on recent and on-going matters.

- i) Min. 1840 151b – Full Council – agreed to allow residents of East Butterwick to apply for allotments and to charge the same as the prevailing Scale of Charges for Messingham Parish residents.

707. Allotment tenancy terminations / notice of terminations

- a) **To receive and note allotment tenancy terminations and notice of terminations since the last meeting.**

Allotment 16B	J Woodcock	terminated by tenant wef 31/3/24
Allotment 49A	M&R McLoughlin	terminated by tenant wef. 31/3/24
Allotment 3A	Chesman & Akester	terminated by tenant wef. 1/4/24
Allotment 4A	S Nicholson	terminated by tenant wef. 2/4/24
Allotment 46A	J Hesp	not renewed by tenant April 2024
Allotment 38B	T Carter	terminated by tenant wef. 31/12/24

- b) **Notice of termination**

Allotment 5A	S Bunn	tenant terminating with effect from 31/3/25
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708. Allotment tenancy applications

- a) **To receive and approve allotment tenancy applications since the last meeting.**

Ward & Cook	allocated 11G	16/4/24
C Lawrence	allocated 11B	3/5/24 - Transferred to 38B on 1/1/25
E Akester	allocated 5A	1/4/25

Resolved: to approve the applications.

The Clerk reported there had been an overall net loss of 9 plots rented to date in 2024/25.

709. Finances

- a) **To receive the Receipts & Payments summary to date.**

The Receipts & Payments summary had been circulated to all the committee prior to the meeting. The Clerk explained the figures.

Signature:

Date:

Cllr C Scott left the meeting room prior to the following three items

b) To resolve the tenant expenses for 2025/26

The Clerk reported amounts of;

Flailing the Hedges & Dykes – £262.50

Water - £259.28

It was noted the hedge cutting of that part of the 15.94 acres, is the responsibility of the tenant.

Resolved: to hold the expense payments as previous year despite an increase in costs.

Garden Allotments for 2025/26 - £4.60 per each quarter.

c) To resolve the tenant deposit payments for 2025/26.

Resolved: no change to the deposit amount of £30 / plot.

d) To resolve the tenant rent payments for 2026/27.

The Clerk reported the rent payments for 2025/26 had been agreed on 11th March 2024 as follows;
Full plots £30; Half plots £15; Quarter plots £7.50.

It was noted that the 15.94 acres had been let on a fixed 3-year Farm Business Tenancy which commenced 1 October 2023.

It was noted that twelve months' notice is required to be served to tenants for any rent increase.

Resolved: no change to the rent payments for Garden Allotments for 2026/27.

Full plots £30; Half plots £15; Quarter plots £7.50.

Cllr C Scott returned to the meeting room.

710. Allotment inspection report

a) To receive the allotment inspection report and resolve any actions required.

The following allotments were noted in the inspection report carried out by Cllr C Scott;

i) Allotment 2C – J Berry – overgrown allotment.

Resolved: untidy allotment letter 1 to be sent.

ii) Allotment 11C – N Crowcroft – overgrown allotment.

Resolved: untidy allotment letter 1 to be sent.

iii) Allotment 48A – R Mooney – no activity or response following letter 1 sent on 22 October 2024.

Resolved: untidy allotment letter 2 to be sent.

711. Matters for discussion/decision

To receive any items for consideration and resolve any actions required.

a) To consider any action regarding the overgrown vacant allotments.

Resolved: Handyman to apply a weedkiller to the vacant allotments at the bottom of the site and to strim the vacant allotments at the top of the site.

This concluded the business of the meeting. The meeting closed at 19:21.

Signature:

Date: