

## ALLOTMENT ADVISORY GROUP MEETING HELD ON 13<sup>TH</sup> MAY 2026 AT COMMITTEE ROOM 6PM.

Attended meeting: Cllrs Clare Atkinson, Louise Tarleton-Hodgson, Chris Neale, John Cosham, Jonathan Griffiths with Ray Kirby observing (CA, LTH, CN, JC, JG , RK)

Apologies. None

To elect a chair: John Cosham was elected as chair

The summary from the meeting 16th February was agreed

Notification was given by CA that she has been told that there are 4 plot holders who are not in the NAS insurance scheme run through the Hartlebury Allotment Group (HAG). The advisory group agreed that the Clerk will need to contact those plot holders to ensure they have the correct insurance cover.

A lengthy discussion followed on the reduction in height of trees on the allotment field that are on council land not on plot holders land. Confirmation of which trees were dangerous was not given by JC he stated that it was left to the expertise of the Tree Surgeon. The tree surgeon confirmed that the apple trees will recover and produce fruit in future.

The trees were checked for nesting birds prior to the removal excessive branches.

Criticism was made by LTH that the contractor had invoiced for the reduction of 7 trees. JC pointed out that he was only allowed to get 4 trees reduced and the contractor had come with a full team of people and equipment for the tender agreement of 7 trees. As this had taken nearly a year to achieve the tree surgeon carried out the height reduction on the 4 trees. JC commented that volunteers had offered to cut the trees on the tenants plots, 25, 14, 17.

A discussion was held regarding the monitoring of cultivation on plots, as per the tenancy agreement. Monitoring will be done after 30th June.

Clause 20 of Contract states :

Routine plot inspections will be carried out twice a year. Failure to maintain your plot to a satisfactory standard will result in one warning letter being issued by the Council requiring improvements to be in place within 28 days. If upon this follow up inspection, the Council considers that necessary improvements have **not** taken place, a notice of immediate termination of tenancy will be issued.

A plan of necessary maintenance needs to be decided upon to include hedges, trees, track and wood chip bins and a schedule agreed. Input on priority will also be requested from HAG.

What action should be carried out when a plot holder leaves a plot ? Currently very little and the plot further degrades, again input from HAG. CN suggested taking photos of a plot at times of it being taken over and again at time of leaving said plot.

JC explained why he secured the rotavator from Plot 12 and then returned it to the rightful owner.

It was agreed that after further discussion with HAG a list of priorities as to where the current reserved money of £3600 should be spent e.g.: lay a track on SE section of allotments; borehole (costs to be determined); (and as previously discussed at prior meetings: building of smaller community plots with prepared raised beds), etc.

A borehole was discussed; it was proposed that a working party consisting of knowledgeable people should be formed. These people will be asked for their input for the 2 groups to look into the feasibility and gain estimated costs.

Following the recent death of a plot holder HAG are asking for the opportunity/permission from the Council to agree to some sort of memorial on the allotment field.

As a HAG member JC will be attending the HAG AGM on 8th June 2026. CN questioned whether the advisory group should be invited to the HAG AGM, as per previous years.

There is approval from the Council for another wood chip bin and it was suggested that it could placed on the other side of the track to plot 15.

A joint meeting with this advisory group and HAG will be organised, hopefully for June.