

BARROWBY PARISH COUNCIL

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Minutes of the Barrowby Allotment Committee Meeting held on Monday 15th December 2025 at 7:15pm in the Reading Room, Church Street, Barrowby

In attendance:

Mark Cherry (Chair), Ian Chambers, Pete King, Vi King, Dave Lightfoot, Mary Lightfoot, Cllr Nigel Eaton, Cllr Anna McConnell-Good

Officer in attendance:

Claire Vink (Parish Clerk)

PUBLIC FORUM: No members of the public were present. Meeting started 7:18pm

1. WELCOME REMARKS (25/024)

The Chairman welcomed members to the meeting.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (25/025)

Apologies received from Stefan Pcola.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (25/026)

No declarations were made.

4. APPROVAL OF MINUTES (25/027)

It was **RESOLVED to approve** the minutes of the Allotment Committee meeting held on 29th September 2025. 1 person abstained.

5. SITE REPORT (25/028)

a) The site report **NOTED** the following:

- There are still potholes to be filled. This will be an ongoing issue. **Action: Clerk to connect Steve Bruce (site manager of the Low Roads development) with Pete King to determine if any left over tarmac can be used at the allotments to tackle the problem.**
- A boundary check has been completed and there are no obvious entry points. It all appeared secure.
- There was a complaint from a neighbour regarding a hedge encroaching on their boundary. This has been dealt with appropriately.

b) The Recreation and Green Space (RAGS) Working Group submitted a request to explore opportunities to work on the Pony Paddock. This request was **RESOLVED not to approve** due to access and logistical constraints. The Pony Paddock is accessed through the Allotments with alternative access via Walkers Way only across privately owned property. The Allotments are subject to strict access rules, which require plot holders to seek permission for any non-plot holders to enter the area. Granting RAGS a key would make it difficult to manage and monitor access, potentially leading to conflict with existing plot holders. It was noted that a similar request from the Flower Group (another Parish Council working group) had previously been declined, as allotments require a single named tenant and restrict wider group access. It was therefore agreed that neither proposal was workable under the current access arrangements.

6. FINANCES (25/029)

a) It was **RESOLVED to approve** setting up a £2000 earmarked reserve within the 2026/27 Parish Council budget for Capital Projects for the Allotments.

- b) It was **RESOLVED** to approve the purchase of the solar panels and battery pack. Funding will be drawn from the 2025/26 allocated Allotments budget underspend and, if required, from the Parish Council General Reserves, in accordance with minute point 9(f) (025/119) of the Parish Council meeting held on 8 December 2025. The amount taken from General Reserves will be reimbursed from the 2026/27 earmarked reserves for Capital Projects for the Allotments.

Action: Clerk to connect Pete King and Dave Lightfoot with Martin Freestone in the village to discuss options for Solar Panels

- c) It was **RESOLVED to approve** an amendment to minute point 6 (d) (025/020) of the Allotment Committee minutes 29th September 2025. Water will be charged at £17.60 per full plot pro rata. It was **RESOLVED to approve** in principle the Allotment Committee budget 2026/27 with any further amendments to be submitted via email to the rest of the committee for approval, and the RFO by 31st December 2025.

7. ALLOTMENT ALLOCATIONS, PLOT REPORT AND WAITING LIST (25/030)

- a) It was **RESOLVED** to move into closed session in accordance with the Public Bodies Act 1960 due to the confidential nature of the matters to be discussed
- b) The plot report was **NOTED**. There is a waiting list of 11, 3 Barrowby residents, 7 non residents and 1 exiting plot holder. There have been 2 plot inspections. 1x 2nd letter was sent out in October with a termination letter sent in November. The key was returned. A green house frame was left onsite and has been forfeit to the Allotment Committee in accordance with the tenancy rules. It was resolved to approve the erection 1 x Greenhouse. The Church Yew Tree has been decorated.
- c) The meeting continued in open session

8. ALLOTMENT TENANCY RULES (25/022)

Clarification was provided regarding the wording of property left on site after a tenancy has terminated and the key returned. It was **RESOLVED to approve** the following change:

Section X: Removal of Property and Abandoned Items

1. Yielding Up the Plot On termination of the tenancy (howsoever arising), the Tenant must vacate the Allotment Plot and leave it clean, tidy, and free of all personal effects, equipment, structures, stored materials, waste or other items belonging to the Tenant ("Tenant's Property"), so that it is fit for immediate re-letting.

2. Clearance Period The Tenant will have a period of **28 calendar days** from the date of termination to remove all Tenant's Property from the Plot and the Allotment Site. Notification of the termination and the deadline for removal will be confirmed in writing by the Allotment Committee.

3. Abandonment and Disposal Any Tenant's Property remaining on the Plot or Allotment Site after the expiry of the 28-day clearance period shall be deemed abandoned and forfeited to the Council. The Council may remove, dispose of, or retain such abandoned property without further notice.

4. Cost Recovery The Council reserves the right to recover from the former Tenant all reasonable costs incurred in the removal, disposal, or storage of abandoned property, and in returning the Plot to a condition suitable for re-letting.

5. No Right of Re-Entry After termination of the tenancy and expiry of the clearance period, the former Tenant shall have no right to enter the Allotment Site unless expressly authorised in writing by the Council.

9. CAPTURE OF FUTURE ISSUES FOR DISCUSSION / AGENDA ITEMS

Update on Solar Panels

Exploration of development of Pony Paddock

Sustainability – grants for water butts

10. DATE OF NEXT MEETING (25/023)

Monday 16th March 2026 at 7.15pm in the Reading Room.

The meeting closed at 8.32pm