



EGGLESCLIFFE & EAGLESCLIFFE COUNCIL

MINUTES FROM A MEETING OF THE ALLOTMENT MANAGEMENT COMMITTEE, COMMENCING AT 7.00pm ON MONDAY 29TH SEPTEMBER 2025 IN THE COUNCIL OFFICE

PRESENT: Cllr R Richardson
L McKenzie & P Savage – Eliffs Mill site tenant representative
R Scaife & J Horney - Egglecliffe Village site tenant representative
N Ironside - Clerk to the Council

APOLOGIES: Cllrs A Marsden & M de Launay

MINUTE:

29/25 MINUTES FROM 1ST JULY 2025

Approved and signed.

30/25 MATTERS ARISING

None

31/25 EGGLESCLIFFE VILLAGE SITE

a) General Update

Last inspection 23rd September, inspection sheet updated and circulated at meeting. One tenancy termination notice needed, committee agreed with the circumstances. 3 plots on offer, 1 due in imminently. Approximately 10 others on the waiting list. Rents mostly paid for 2025/26 except for those on offer and under notice.

b) Any Other Site Business

The plot numbering blocks need a coat of white paint and the black numbering redoing. Sheep – report of sheep getting into allotments then back into their field. RS contacted the local farmer to be advised items leant against the fence were allowing the sheep to get over and back rather than holes in fences, RS to contact farmer and take a walk around and then to advise tenants.

32/25 ELIFF'S MILL SITE

a) General Update

Last inspection 23rd September, 7 plots currently empty, some receiving weedkill works. Committee discussed plot 13A to be allocated to a current long standing tenant as the waiting list isn't too long at present. **RESOLVED:** Agreed. See Community payback team works below 36/25. 13 on waiting list.

b) Any Other Site Business

LMc / Clerk to meet arborist 30th September regarding large willow trees behind plot 24 which a mature branch has damaged the greenhouse of plot 26. Plot 24 recently vacant and can be used for access for works.

Plot 26 – greenhouse damage, the tenant had suggested free rent in lieu of a new polycarbonate panel to repair, Clerk suggested asking for the rent to be paid to keep budgets and rent payments in line and reimburse the tenant a reasonable amount for a replacement panel. **RESOLVED:** Clerk to contact tenant to explain.

Entrance gates and groundworks see 34/25 below.

2x polytunnel requests (further info asked for re position and size)) and shed request (granted).

Groundwork contractor to look at weedkilling plots 14A, 10A and cut back 37B of brambles. To look at gate realignment following the post repair, weedkilling plots, scraping back soil from ex parking area mechanically. laying gravel with adhesive at the entrance area.

Cllr Richardson asked if clerk can contact SBC Highways regarding cutting back hedgerow on Urlay Nook Road entrance as it's causing visibility hazards.

New batch of manure dropped to the new location rather than the old car park area.

33/25 ALLOTMENT TENANCY AGREEMENT FEEDBACK

New allotment agreement summary circulated with the rent letter and spare copies printed Off and left on sites. Copies taken, no comments received. First few agreements used.

34/25 SITE SECURITY & ELIFFS MILL GATES /PARKING

Bollards painted and white masonry paint left with PS with the green enamel paint used by the community payback team to paint the metal gates.

35/2 ALLOTMENT BUDGET AND RENT REVIEW

The proposed rent increase September 2026 from £20 for a half plot/£40 for a full plot had been agreed by full council 19th June 25. Comments made by tenants etc about the rents being low. The water supply costs are high, pest control and plot clearing is adding to costs. It was suggested that as a one off the rent increase to £25 per half and £50 per full plot and that the council needs to decide/agree at the 2nd October council meeting in order to get the posters up on site and in the newsletter. Cllr Richardson explained the autumn newsletter was to have an article about joining waiting lists but omit the rent and say 'low rents' . A question was asked about raising the bond – to discuss further.

Budget – the Clerk provided interim figures for spend and income as at 22nd September but circulate end of Q2 as soon as available after 30th September with detail of spend. NOTE: Please see below Q2 end.

	Rents etc.	Bonds
Reserves @ 30.6.25	£9699.96	£5,710.00
Income	£2355.00	£480.00
Payments	-£2589.57	-£290.00
Reserves @ 30.9.25	<u>£9,469.39</u>	<u>£5,900.00</u>

36/25 COMMUNITY PAYBACK WORKS

Carried out 2 sessions on site in September, Clerk asked if they were due to return to EM site as expected to be advised they believed they had finished the works now, but if further works, please can a new list of works be provided. The metal entrance gates have been painted green enamel. The ex car park area started to be cleared, some cutting back to the shrubs at the entrance area. Shed removed plot 24 for access to willow trees and works.

37/25 ANY OTHER ALLOTMENT BUSINESS

Water supply to both sites proposed for winter turning off 1st November, posters needed. Should the plumber be contacted to install the isolation valves to the remaining standpipes and the insulation to pipes. LMc/PS to read the water meter. Ex Cllr Edwards generally switches the village water supply off and provides the clerk monthly meter readings. RS to ask Mr Edwards where to isolate supplies.

Last inspection for 2025 - Tues 21st October 1pm at EM then EV

Next Committee meeting - tba.

To be presented to council date: 2nd October 2025
Meeting closed 9.00 pm.

Signed R. J. P. [Signature] Committee Chairman

Date 14/4/26