Chair of the Committee:
Cllr Paul Metcalfe

Clerk:
Mr Richard Ormerod
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Minutes of the meeting of the Allotments Committee held on Monday 26 October 2026 at West Cornforth Community Centre.

Present: Councillors J Beetham-Yelland, P Crathorne, P Metcalfe, S Metcalfe, M Thompson & R Vaughan.

Also present: Richard Ormerod (Clerk).

1	**Apologies** None.
2	**Election of Chair and Vice-Chair of the Allotment Committee for the 2026-27 municipal year** ***Resolved: That Councillor Paul Metcalfe be elected as Chair of the committee for the 2026-27 municipal year.*** ***Resolved: That Councillor Joanne Beetham-Yelland be elected as Vice-Chair of the committee for the 2026-27 municipal year.***
3	**Declarations of interest** Councillors J Beetham-Yelland, P Metcalfe, S Metcalfe and M Thompson declared an interest in all items regarding the parish council's allotment site, as allotment holders or close relations of allotment holders.
4	**Members' dispensation** None.
5	**Minutes** ***The minutes of the meeting held on Monday 12 October 2026 were approved as a correct record.***
6	**Allotment improvements:** It was noted that there had been no changes since the previous meeting.
7	**Allotment drainage provision from National Lottery funds:** A discussion took place on the two quotes provided to members. ***Resolved: That it be recommended to council that quote 1 (F.H. Brundle) be accepted for the provision of GRP drainage at the site entrance.***
8	**Provision of nature cameras from National Lottery funds:** A discussion took place on the two quotes received. Cllr J Betetham-Yelland clarified that whilst she had been a part of setting up one of the organisations that quoted for the provision of the items, she no longer had any involvement with them. ***Resolved: That it be recommended to council that quote 2 (Nature Spy) be accepted for the provision of eight nature cameras with 64GB SD cards.***
9	**Asbestos Removal:** A discussion took place. It was noted that the council had

	investigated the matter before but it was thought that some asbestos remained. ***Resolved: That the Clerk investigate the possibility of commissioning an asbestos survey and bring a report to the January 2027 meeting of the committee.***
10	**Policy on handover of allotment plots:** A discussion took place. The Clerk informed the meeting of the current policy which stipulates that plots which become vacant are offered to the applicants on the waiting list. It was noted that in some instances it might be suitable to allow a close relative of the plot-holder to take over when the tenant becomes unable to continue managing it, but that this should be looked at on a case-by-case basis. ***Resolved: To recommend to council that the wording in the Tenants' Handbook be changed from:*** ***"Plots also do not pass on to family members." to:*** ***"Plots also do not pass on to family members unless there are exceptional circumstances."***
11	**Date and time of next meeting:** ***The next meeting of the Allotments Committee will be held on Monday 4 January 2027 at 6:30pm.*** It was requested that an update on use of the National Lottery funds be included.

Signed: Date: