

Uttoxeter Rural Parish Council Allotment Holders meeting – 5th January 2023
Minutes

The Parish Council invited all Allotment Holders and Parish Councillors to a meeting on Thursday 5th January 2023 at 7.30pm – Stramshall Village Hall, Vicarage Drive, Stramshall, Nr Uttoxeter, ST14 5DL

Minutes:

Present: Cllr Brookes, Cllr Crosby, Cllr Pattinson-Evans, Cllr Sargeant, Cllr Ollerenshaw, Colin Bedford (National Allotment Society), David Spokes (Victory Road Association), 15 Allotment Holders and the Clerk.

1. Welcome by Parish Council Chairman.

Cllr Brookes welcomed all who attended and introduced the speakers for the evening.

2. Presentation by Colin Bedford, West Midlands Allotment Society Rep: on how Cheslyn Hay Allotments run their association.

Colin Bedford outlined all aspects of Devolved Management/The creation of an Association. The association will need to have an annual general meeting to agree rents, elect the management committee, i.e.: chairman, treasurer and secretary. Plus, the Association would need to have trustee directors who will sign the lease with the Parish Council. All details are within leaflets listed in item 3.

David Spokes from Victory Road Allotment Association, Uttoxeter, outlined how their allotments are run using the Association format.

Both offered their contact details to plot holders.

3. Allotment Society Leaflets - Devolved Management and How to set up and run an Allotment Association. Leaflets provided to all present and will be sent to allotment holders not present.

4. Distribution of Allotment costs (excluding Administration)

The following costs were provided to the meeting.

David Spokes advised a discount on insurance can be obtained due to Allotment Society Membership. Clerk to investigate.

Item	Cost for 2023-2024 – excluding VAT
Water	£60
Insurance	£300.84
General Maintenance Budget - NEW	£250
Allotment Society	£55
Allotment Hedge Cutting	£80
Total	£745.84

5. Questions from Allotment Holders

The Allotment Holders had many questions, particularly about the charge that the Parish Council would make for the lease between the Council and an Association.

The Chairman confirmed that a number of things would need to be considered by the Parish Council and this item will be added to the March 2023 Parish Council Agenda.

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6. **Questions from Councillors**

Will a sample of a standard lease agreement be provided to the Parish Council. Clerk confirmed a copy has been provided by the National Allotment Society.

7. **Summary of Meeting**

Cllr Brookes thanked everyone for attending and thanked Colin Bedford and David Spokes for their knowledgeable presentations and confirmed that the Utttoxeter Rural Parish Council Allotment Representative, Fay Phoenix, will report back to Allotment Holders after the 7th March 2023 Parish Council Meeting. Allotment Contracts for 2023-2024 were distributed to tenants who attended.

Utttoxeter Rural Parish Council Chairman

