

MINUTES OF THE ALLOTMENT AND COMMUNITY GARDEN COMMITTEE MEETING

Date: 3rd November 2025

Time: 6.30 pm

Venue: The Village Hall, Harewood Lane, Upton, WF9 1JB

1. Attendance

Chairperson:

Cllr. S. Spencer

Councillors Present:

Cllr. S. Spencer – Chairman

Cllr. C. Merrington

Cllr. L. Taylor

Cllr. E. Farmer

Allotment Representatives:

Harewood Lane:

H. Owen

J. Fordham

M. Fordham

K. Stringfellow

School Street:

None in attendance

Upton & North Elmsall Parish Clerk:

Helen Senior

Allotment, Stable and Grazing Officer:

Mrs. A. Spencer

1. Apologies for Absence:

Cllr. P. Dainty

Allotment Representative: Julie Green

2. Welcome and Chairperson's Opening Remarks

The Chairman, Cllr. S. Spencer opened the meeting at 6.30 pm and welcomed everyone.

No members of the public attended, and therefore, no public session was required.

3. Declarations of Interests and Dispensations

Declarations of Interest:

No declarations of interest were received.

Applications for Dispensation:

No applications for dispensation were received.

4. Minutes from Previous Meeting (1st September 2025)

Chairperson: Cllr. S. Spencer

Cllr. S. Spencer introduced the new Clerk, Helen Senior, to the Committee.

5. Plot 10 Update

The Allotment Manager reported that work had been carried out on Plot 10, including:

- Installation of paving
- Construction of raised beds
- Erection of fencing

This work was funded to support Bless and the Dementia Group, enabling visits to the allotments, vegetable growing, and outdoor activities to benefit participants' wellbeing.

6. Quotes for the work were submitted to the Council by T&D.

The following quotations were presented and approved at the last council meeting.

- Car Park Improvements: Harewood Lane Allotments – Approved
- Gate Repairs: Harewood Lane Allotments – Approved
- Bays Emptying: Harewood Lane Allotments – Approved

7. Village Show Discussion

The Committee discussed holding a Village Show. Members expressed support for the idea, and the Clerk suggested several methods for organisation. It was agreed to revisit this matter at the January 2026 meeting, allowing time for members to prepare ideas and proposals.

8. General Update – Harewood Lane Allotments

All plots are currently occupied.

Letters have been sent to allotment holders keeping hens, notifying them that Tornado Pest Control will visit the site on 7th November 2025.

9. Plot 10 and Eco Plot

As Julie Green was absent, it was agreed that she would be invited to provide updates on Plot 10 and the Eco Plot at the next meeting.

10. Shed for Stable Block 2

No discussion was required, as a shed suitable for purpose has already been provided.

11. Date of Next Meeting

To be confirmed.

Meeting Closed: 7.30 pm

Signed: _____

Chairperson: Cllr. S. Spencer

Date: _____