

UPTON & NORTH ELMSALL PARISH COUNCIL
THE VILLAGE HALL, HAREWOOD LANE, UPTON
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MINUTES OF A MEETING OF THE ALLOTMENT & COMMUNITY GARDEN COMMITTEE

Held on Tuesday 6th January 2026 at 6:30pm at the Village Hall

1. Attendance

Councillors:

Cllr. S. Spencer – Chairman

Cllr. C. Merrington

Cllr. L. Taylor

Cllr. E. Farmer

Allotment Representatives:

H. Owen – Harewood Lane

K. Stringfellow – Harewood Lane

Helen Senior - Parish Clerk & RFO

Mrs. Angela. Spencer – Admin & Allotment Manager

Apologies for Absence:

Allotment Representative - Julie Green

2. Welcome and Chairperson's Opening Remarks

The Chairman, Cllr. S. Spencer opened the meeting at 6.30pm 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 (3rd of November 2025)

Resolved that the minutes of the previous Committee meeting be approved and signed by the Chair.

5. Review 2025-2026 budget

Resolved that the budget of what had been spent so far be received and noted.

6. Review 2026-2027 budget

Resolved that the proposed budget of £10,000.00 be approved.

7. Approval of Costings for Shed – Stable Block Two

The Allotment Manager reported that the shed previously promised had been stolen. Following discussion, the Allotment Committee resolved to purchase a replacement shed from TJ Sheds, Pontefract. The approved cost is £984.00, which includes an 8 x 6 pent shed, base, fitting, and delivery. The shed will be used as a tack room.

8. Approval of Quote from T&D

The Committee discussed and approved the proposed works by T&D. Paving slabs will be sourced from the School Street allotment site and used to form the base for the new shed at Stable Block Two. The shed will be securely cemented in place.

Resolved that T&D be instructed to lay the base for the new shed, subject to the new quote for the revised works being received. The Clerk was given delegated authority to approve the new quote.

9. Village Show Discussion

The Committee discussed the possibility of holding a Village Show, and members expressed support for the idea.

Resolved that the Allotment Manager would arrange an informal meeting with interested members prior to the next allotment meeting in March, allowing time for ideas and proposals to be developed.

10. General Update – Harewood Lane Allotments

- All plots are currently occupied.
- Improvements have been made to the car park at the site entrance.
- Bays at both ends of the allotment site have been emptied.
- Gates at the middle entrance have been repaired and are now operating correctly, with the ability to be securely locked.
- Allotment holders have reported that the repairs to the car park, bays, and gates have been completed to a good standard by T&D contractors. The gates are now able to be closed and locked as designed, something that had never been possible before.

As Julie Green was unable to attend the meeting, it was agreed that she will be invited to provide updates on Plot 10 and the Eco Plot at the next meeting in March.

11. Date of Next Meeting

Resolved that the next meeting would be held on Tuesday 3rd March 2026.

Meeting Closed: 7.30 pm.

Signed: _____

Chairperson: Cllr. S. Spencer

Date: _____