



UPTON & NORTH ELMSALL PARISH COUNCIL

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

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MINUTES OF THE ALLOTMENTS COMMITTEE

Held on Tuesday 14th April 2026 at 6:30pm at the Village Hall

Present Councillor S Spencer - Chair
Councillor P Dainty
Councillor L Taylor

H Owen - Harewood Lane Representative
K Stringfellow - Harewood Lane Representative
Julie Green - Harewood Lane Representative

Mrs. Angela Spencer – Admin & Allotment Manager

Absent Councillor E Farmer
Councillor C Merrington

1. Apologies

1.1. To receive apologies for absence.

RESOLVED: that apologies be received on behalf of Councillors E Farmer and C Merrington.

1.2. To approve reasons for absence.

RESOLVED: that the reasons for absence be approved on behalf of Councillors E Farmer and C Merrington.

2. Declarations of Interests and Dispensations

2.1. To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

There were no declarations of interest recorded.

2.2. To consider any applications for dispensation.

There were no applications for dispensation recorded.

3. To receive and sign the draft Minutes of a meeting of the Allotments Committee held on Tuesday 6th January 2026.

RESOLVED: that the minutes of the Allotments Committee meeting held on Tuesday 6th January 2026 be approved as a true record and signed by the Chair.

4. To receive a verbal update on matters relating to the Allotments.

The Committee received a verbal update on matters relating to the allotments.

During discussion, reference was made to the future issuing of updated allotment agreements and a possible increase to allotment rents.

As these matters had not been included as specific decision items on the agenda, it was noted that they would need to be considered under appropriate agenda items at a future meeting before any decision could be made.

RESOLVED: that the verbal update be received.

5. To receive an update on preparations for the Village Show and to consider the purchase of promotional banners.

The Committee received an update on preparations for the Village Show and considered the purchase of promotional banners.

RESOLVED: that promotional banners be purchased and displayed at suitable locations, including the entrance to Upton, outside the Village Hall and at the Miners Memorial Garden.

6. To consider the provision of hardcore for the front of bays at Harewood Lane Allotments.

The Committee considered the provision of hardcore for the front of the bays at Harewood Lane Allotments.

It was noted that hardcore was already present beneath the soil, and that soil appeared to have accumulated on top due to weather conditions.

RESOLVED: that wood chippings be used at the front of the bays rather than additional hardcore.

7. To consider quotations for planings in the small corral at Stable Block Two.

The Committee considered quotations for planings in the small corral at Stable Block Two.

RESOLVED: that this item be deferred to the next meeting, and that stable holders be invited to attend to discuss the works being requested.

8. To consider ragwort removal within the grazing field.

The Committee considered ragwort removal within the grazing field.

RESOLVED: that this item be deferred to the next meeting, and that a Councillor arrange to walk the field with stable holders to assess the matter further.

9. To consider a quotation from T & D Contractors for the chain harrowing of the grazing field.

The Committee considered a quotation from T & D Contractors for the chain harrowing of the grazing field.

RESOLVED: that T & D Contractors be instructed to carry out the chain harrowing of the grazing field.

10. To consider placing barrel planters outside the allotments.

The Committee considered placing barrel planters outside the allotments.

RESOLVED: that barrel planters be placed outside Harewood Lane Allotments.

It was further noted that additional compost would be required to allow the barrels to be planted.

11. To consider a quotation from T & D Contractors to clear Plot 25.

The Committee considered a quotation from T & D Contractors to clear Plot 25.

RESOLVED: that T & D Contractors be instructed to clear Plot 25 at Harewood Lane Allotments.

12.To note the Parish Council's purchase of bat boxes and to consider suitable locations for their installation within the allotments.

The Committee noted the Parish Council's purchase of bat boxes and considered suitable locations for their installation within the allotments.

RESOLVED: that two bat boxes be installed on the Eco Plot at Harewood Lane Allotments, and two bat boxes be installed at School Street Allotments.

13.To discuss the clearing of moss from the grazing field.

The Committee discussed maintenance requirements within the grazing field.

RESOLVED: that the Admin and Allotment Manager seek prices from Ryan Bywater in relation to spraying ragwort, obtain quotations for spreading granulated lime on the grazing field, and speak with the person carrying out soil testing on the grazing field to obtain any relevant information.

14.To consider the future management of the Community Garden, including its potential return to Council management.

The Committee considered the future management of the Community Garden, including its potential return to Council management.

RESOLVED: that the Committee recommend to Full Council that it considers whether the Community Garden should return to the direct management of the Parish Council.

15.To receive a presentation from Julie Green regarding the Eco Plot and Plot 10.

The Committee received a presentation from Julie Green regarding the Eco Plot and Plot 10.

The Committee discussed the proposed use of the plots by Little Buds, including the proposed operation of a small donation-based farm shop.

RESOLVED: that the proposed Little Buds farm shop may operate from Plot 10, subject to the following conditions:

- The farm shop may only operate during supervised Little Buds sessions.
- The farm shop may only be used by Little Buds families and allotment holders.
- Any produce offered through the farm shop must be provided on a donation basis only.
- An honesty box may be used for donations, provided that accurate records are maintained.
- Records of donations received must be presented to the Committee, to allow the Admin and Allotment Manager to keep appropriate records.
- If the farm shop, honesty box or use of the plot gives rise to any concerns from allotment holders, the matter must be referred back to the Allotments Committee for further consideration.
- Appropriate public liability insurance must remain in place.

It was further confirmed that no trees may be planted on the Eco Plot or Plot 10, except for fruit trees that have been formally approved by the Committee.

In the absence of any further business, the Chair thanked everyone for their attendance and closed the meeting.

Signed: _____

Date: _____