



UPTON & NORTH ELMSALL PARISH COUNCIL

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MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE

Held on Tuesday 23rd June 2026 at 6:30pm at the Village Hall

Present: Councillor H Owen - Chair
Councillor S Spencer – Vice-Chair
Councillor L Taylor

Julie Green – Representative of Harewood Lane Allotments
Mark Fordham – Representative of Harewood Lane Allotments
Julie Fordham – Representative of Harewood Lane Allotments
Karen Stringfellow – Representative of Stables & Grazing

Angela Spencer – Admin & Allotment Manager

Absent: Councillor E Farmer
Councillor C Merrington

7. Apologies

7.1 To receive apologies for absence.

No apologies were received.

7.2 To approve reasons for absence.

No reasons for absence were received.

8. Declarations of Interests and Dispensations

8.1 To receive any declarations of interest not previously declared

under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

No declarations of interest were received.

8.2 To receive, consider and determine any applications for dispensation.

No applications for dispensation were received.

9. To approve and sign the Minutes of the extraordinary meeting of the Allotments Committee held on Thursday 28th May 2026.

RESOLVED: that the Minutes of an extraordinary meeting of the Allotments Committee, held on Thursday 28th May 2026, be approved as a true record and signed by the Chair.

10. To receive a verbal update from the Admin & Allotment Manager on matters relating to the Allotments, Stables, and Grazing Field. (For information only.)

RESOLVED: that the verbal update from the Admin & Allotment Manager be received.

11. To receive any verbal updates from representatives. (For information only.)

Julie Green provided an update regarding the Eco Plot on Harewood Lane allotment site used by Bless and Plot 10, where a small shop is proposed for use during Bless activities. The shop will only operate during Bless sessions.

Julie advised that she is currently in discussion with a number of contractors interested in supporting the project. The Committee noted that all proposals, quotations, and relevant information should be submitted to the Council office before any work proceeds, to ensure that both the Council and the Allotments Committee are fully informed and able to consider any necessary approvals.

12. To receive a verbal update from the Admin & Allotment Manager on preparations for the Village Show and to consider any further actions required at this stage.

RESOLVED: that the verbal update be received, and that:

- a meeting be arranged with the two judges, the local Vicar and Lorna Harris, to discuss arrangements for the day and to identify any specific requirements.
- the Co-op and the Upton Arms be approached to display Village Show banners, together with an additional banner outside the Village Hall.
- arrangements be made for the banners to be installed safely.

13. To consider granting delegated authority to the Clerk & RFO, Admin & Allotment Manager, and Chair of the Allotments Committee in relation to the planning and preparation of the Village Show event, including authority to make operational decisions and incur necessary expenditure within the agreed Village Show budget, subject to Financial Regulations and the Committee's Terms of Reference.

RESOLVED: that delegated authority be granted as proposed.

14. To consider a quote from T & D Contractors for the supply and installation of planings to the small corral at Stable Block 2, and to agree any associated budget allocation or recommendation to Full Council, if required.

RESOLVED: that the consideration of the quote be deferred until the next meeting of the Allotments Committee.

15.To consider the purchase of three additional vermin bait boxes for Harewood Lane Allotments.

RESOLVED: that the purchase of three additional bait boxes be approved.

16.To consider a quote from T & D Contractors to remove the metal sheeting at Harewood Lane Allotments and replace it with Heras fencing.

RESOLVED: that the quote from T & D Contractors to remove the metal sheeting and replace it with Heras fencing, at a cost of £200.00 plus VAT, be approved.

17.To discuss the current rules on keeping livestock and to consider any changes in preparation for the new Tenancy Contract.

RESOLVED: that the revised tenancy agreement be amended to permit a maximum of eight poultry per allotment plot, and that no other livestock be permitted unless otherwise authorised by the Council.

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