



NEW WALTHAM
PARISH COUNCIL

ALLOTMENTS COMMITTEE

MINUTES OF MEETING ON: Monday 20th October 2025

AT: NEW WALTHAM PAVILION HALL, NEW WALTHAM

In attendance: Cllr Hebbar (Chair of AC), Cllr Stephanie Smith, Cllr Dave Poucher, Cllr Tony Charlesworth

Apologies: Cllr Roger Breed.

Item No	Discussion	Action
014.	<p>Complaint/Fire on site</p> <p>Complaint was received re a fire on allotment site. Cllr Hebbar gave an update and explained the situation to the committee.</p> <p>It was noted that a ban on fires on site is not the outcome wanted. However, it was felt that a process is needed for all plot holders – any fires lit must be photographed once extinguished and how it was left.</p> <p>There is not be no change to the current tenancy agreement in place re fires on site. However, an amendment to made re safety on site.</p> <p>Cllr Hebbar will reiterate fire safety to all plot holders to ensure that an incident where the fire brigade are called out does not happen again.</p> <p>The Allotment Association have been advised to include fire safety in their talks also. However, this association is separate to the NWPC committee.</p>	<p>Agreement to be revised and section inserted re fire safety/ to be in an enclosed container only/ how to extinguish fires safely & take photographic evidence of fire extinguished – Agreed.</p>

<p>015.</p>	<p>Water Installation</p> <p>Has been discovered that allotment entrance land now comes under ownership of NELC.</p> <p>Installation of a dropped curb in front of entrance on Anningson Lane, allowing plot holders car access to the grass area in front of the site. However, it was thought that this could be costly and could require planning permissions from NELC. A possible grant is being sought by Allotment Association re the water installation and curb.</p>	<p>To be discussed with full Council – Agreed.</p>
<p>016.</p>	<p>Tenancy Agreement</p> <p>Additions to agreement to be created as an addendum re the fire changes and distributed to all plot holders.</p>	<p>To be agreed/ adopted by full Council – Agreed.</p>
<p>017.</p>	<p>Date of next meeting</p> <p>8th December 2025, 1pm @ Pavilion Hall</p>	<p>Agreed.</p>
<p>018.</p>	<p>Any other business</p> <p>None.</p>	