



Chipperfield Parish Council,
The Village Hall
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CHIPPERFIELD PARISH COUNCIL

ALLOTMENT MINUTES

The Minutes of the Allotment Meeting. The meeting was held on the 8th July 2025 at 7 pm in The Small Hall The Common, Chipperfield WD4 9BS

Councillors present: Cllr Foxall, Cllr Paton, and Cllr Hinton

Also present: Mrs U Kilich Parish Clerk to the Council 13 members of the public.

1. Welcome & Fire announcement.

The Chair, Cllr Foxall addressed the safety and fire arrangements should the building need to be evacuated.

2. Apologies for absence

Apologies received from Cllr Flynn.

Resolved, proposed by Cllr Paton, seconded by Cllr Foxall to accept apologies of absence from Cllr Flynn. Unanimously agreed. Cllr Foxall chaired the meeting in the absence of Cllr Flynn.

3. Minutes To approve the minutes of the 8th July 2024

Resolved, proposed by Cllr Foxall, seconded by Hinton to approve the Minutes of 8 July 2024. Unanimously agreed.

4. Chairman's Repot

a. Councillor Foxall reported that Mr. and Mrs. Windsor were unable to attend the Allotment Committee meeting but wished to convey their appreciation to the Clerk and the Warden for their continued support.

b. Councillor Foxall extended his thanks to Councillor Heaphy-Jones for her service as Chair of the Allotment Committee prior to stepping down in May 2025. He noted that Councillor Flynn has since assumed the role of Chair.

c. Councillor Foxall informed members that the rent for the Tennis Club is reviewed every five years, with the most recent increase having occurred in September 2022.

5. To Review Rent for the Allotment

a. Councillor Foxall informed members that the contract with Sunnyside Rural Trust (SRT) for 2025/26 was not renewed. Responsibility for maintaining the allotments will now be undertaken by the Warden. The Clerk explained that the previous Warden had declined to increase his working hours from 3 to 5 per week, which led the Council to engage SRT for allotment maintenance in recent years. The current Warden has agreed to increase his hours during the summer months to support this responsibility, and the arrangement is working well.

b. The Council will review and discuss the allotment rent for 2025/26. The outcome of this discussion will be communicated to the allotment holders in due course.

c. A member raised concern about the high cost of the allotment management software. The Clerk explained that the software significantly reduces administrative time and increases efficiency.

d. The Clerk will share with allotment holders the benefits of membership in the Allotment Association.

e. A member highlighted the potential opportunity to apply for a grant through the Blackwell Trust for allotment improvements. Councillor Hinton expressed a willingness to review the application process, subject to receiving the relevant link.

6. To update members on the inspections of the allotments

a. Following the recent inspection, several allotment holders have decided to relinquish their plots, citing difficulties in managing them.

b. Allotment holders proposed to establish an Allotment Working Group to address the issue of untended plots.

c. Chipperfield Parish Council will promote the availability of vacant plots through *Chip News*, social media platforms, and local noticeboards.

d. Sunnyside Rural Trust (SRT) may be engaged on an ad-hoc basis should the Council deem it necessary.

e. There is currently no waiting list for allotment plots.

7. To discuss tap issues on the allotment.

a. Cllr Foxall reported that the tap issues were resolved on the same day, i.e. leaking tap and one that was broken.

8. Allotment accounts for 2024/25

This item was covered throughout the meeting.

Q&A

Open Forum

- a. A member requested if the hedge can be cut back, as you enter the main gates
- b. A member requested that when replacing the padlock on the gate, to get a bigger one which will be easy to see.

The meeting concluded at 19.48