



SACRISTON PARISH ALLOTMENT MANAGEMENT GROUP

Meeting Monday 6th October 2025 at 6.30pm

The Fulforth Centre

Agenda

- 1. Welcome and Apologies for Absence**
- 2. Declarations of Interest** -To receive and record any Disclosable Pecuniary Interests in relation to items on the agenda.
- 3. Approval of Minutes** - To approve the minutes of the meeting held on Monday, 1st September 2025 (attached).
- 4. Gates/Boundary Fencing**
- 5. Treasurer's Report** – to include up to date information regarding the bank account (attached).
- 6. Water Rates** – to provide up to date information on the water accounts (attached).
- 7. Matters Arising** - to also include any matters raised by plot holders
- 8. Vacant Allotments** – An update regarding the number of vacant allotments (attached).
- 9. Waiting lists** – An update on the number of applicants on the waiting list (attached).
- 10. Representatives Reports** – Information to be provided from Cross Lane, Daisy Hill, and, if available, New Hill allotments.
- 11. Application for Buildings** – to discuss and approve any applications.
- 12. Inspections** – To discuss and approve actions for the recent inspections.
- 13. Date and time of next meeting** – to be held on Monday, 3rd November 2025 at 6.30 pm



SACRISTON PARISH ALLOTMENT ASSOCIATION

**Minutes of the meeting held on 1st September 2025 at 6.30 pm
The Fulforth Centre**

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr E Waldock and Cllr B Mickle (Allotment Rep for Cross Lane)

Apologies: Cllr G Ludlow (Vice Chair), Cllr A Page, Cllr R Sharp (Allotment Rep for Daisy Hill), and Mrs. C. Dixon (Clerk)

Item No:

1. Welcome and Apologies for Absence

The Chair opened the meeting at 6.30 pm and welcomed everyone.

Apologies received and accepted from Cllr G Ludlow (Vice Chair), Cllr A Page, Cllr R Sharp (Allotment Rep for Daisy Hill), and Mrs. C. Dixon (Clerk).

2. Declarations of Interest – Nothing to declare.

3. Approval of Minutes

RESOLVED: The minutes from the Meeting held on 7th July 2025 were accepted and signed as a true record.

4. Gates/Boundary Fencing - Discussion held regarding quotes. Two quotations are very similar, and one is slightly cheaper.

RESOLVED: To be passed to Full Council for approval.

5. Treasurer's Report

RESOLVED: Bank Account Balance: £2,707.40

Cash in Hand: £30.00

Gate Key Deposit Allocation: £580.00

Total Available Funds: £2,263.43

(Note: Gate Key Deposit is allocated and not available for general use)

Payment of the NASLG membership in the sum of £70 and the payment of the allotment gate keys £105 (North East Locks) was paid by the parish, and therefore, monies are to be repaid to the Parish Council.

6. Water Rates

RESOLVED: Daisy Hill Allotments: £NIL

Cross Lane Allotments: £562.40 (In credit)

7. Matters Arising

Pest Control visit will be on 25th September.

RESOLVED: Request for notice to be put on the boards at the allotment.

D3: letter to possibly be sent regarding the query of plans, possibly before the next inspection due to the mess.

P7: Report that the owner has had a heart attack. Help has been offered by fellow allotment holders to help with maintenance on the plot.

Keys: 30 keys have been cut. 20 keys have been passed to the clerk. Cllr H Dixon has been given 5 keys, and Cllr B Mickle has been given 5 keys (2 have already been given to new allotment holders).

8. Vacant Allotments

Cross Lane: D4

Works Currently Underway On: Plots P14, P16, P17 and P19

Daisy Hill:0

RESOLVED: To query whether D3 is vacant and not D4. D4 to be looked at. Work has been completed to split P19, and 2 gates to be added to the perimeter this week.

9. Waiting Lists

RESOLVED: To **NOTE** the waiting list.

10. Representative Reports

Cross Lane - D3 (see above) D7- letter already gone and may need a follow-up. Everything else is okay.

Daisy Hill - no report submitted.

11. Application for Buildings

RESOLVED: No Applications.

12. Inspections

RESOLVED: Daisy Hill inspections to take place on 20th September 2025, timings TBC. Cross Lane inspections to be confirmed with Cllr Sharp and the Clerk.

13. Date and Time of Next Meeting

RESOLVED: To be held on Monday, 6th October 2025 at 18.30 pm

Agreed and signed by Chair of Allotment Association.....

Date

Meeting Closed at 18.59pm

Agenda Item 5 - Treasurer's Report

Financial Summary

- **Bank Account Balance:** £2,419.90
- **Cash in Hand:** £30.00
- **Gate Key Deposit Allocation:** £600.00 – although £20 to be reimbursed to D4 once the key is handed back.

Total Available Funds: £3,049.90

(Note: Gate Key Deposit is allocated and not available for general use)

Agenda Item 6 - Water Rates Summary

- Daisy Hill Allotments: £70.04
- Cross Lane Allotments: £558.52 (In credit)

Agenda Item 8 – Vacant Allotments

Vacant Plots Cross Lane: D4, P19 and P20 now have a dividing fence and gates; however, do require some rubbish clearance.

Works Currently Underway On: Plots P14, P16, P17

Daisy Hill: 0

Agenda Item 9 – Waiting List

Currently, there are 10 applicants on the waiting list for Cross Lane.

There are 3 applicants on the list for Daisy Hill.

Agenda Item 11

P15 - Would like to put a greenhouse (10ft x 6ft) and a polytunnel (4m x 3m) on the plot later in the year, as well as a small shed.

Agenda Item 12 – Inspections

Inspections at Cross Lane

P7 – extremely overgrown but plot holder unwell.

D3 – very little cultivation but was not overgrown.

D4 – needs to be offered to next person on list

D7 – nothing has happened since last inspection and warning has been given so to proceed with eviction.

P19/P20 – to offer to the next person on the list.