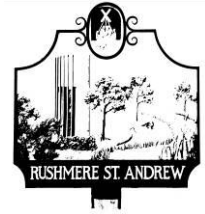




# Rushmere St. Andrew Parish Council

<http://rushmerestandrew.onesuffolk.net>

*"Seek The Common Good"*



## Minutes of the Annual Allotment Holders Meeting held on 14<sup>th</sup> April 2026 at St Andrew's Church at 7.30 pm

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CHAIRMAN:	Cllr R Whiting
PRESENT:	6 Allotment Tenants
APOLOGIES:	Cllr J Wright
MINUTES	Mrs S Stannard (Clerk)

### 1. WELCOME BY CHAIRMAN

A copy of the minutes of 22<sup>nd</sup> October 2024 and the financial allotment report for 2025–2026 were distributed to allotment holders. Cllr Whiting welcomed everyone to the meeting and thanked allotment holders for keeping the site in great condition, as well as Cllr Wright, Cllr Westrup and Mr Squirrel for their efforts at the allotments.

### 2. REPORT BY CHAIRMAN

Cllr Whiting reported that there are 57 plots at the allotments: 1 full plot and 55 half plots. Currently, there is 1 half plot vacant. There are a small number of people on the waiting list, and the Clerk is in the process of allocating the vacant plot. There are currently no residents from the parish on the waiting list. Of the tenants, 23 are residents of the parish and 19 are not residents of the parish. Changes that have happened over the last year and a half include a move from charging in arrears to charging in advance, with six months' rent free to accommodate this change. The Parish Council took a decision to rationalise the compost and manure bins. The Council has started this process, and most of the compost and manure bins towards the bottom and middle of the site have been demolished. Any changes regarding the compost and manure bins will be communicated to and discussed with affected tenants before anything happens. Cllr Whiting made tenants aware of the charges for 2027/28, with fees of £52.50 for half plots and £105.00 for a full plot. He also informed tenants that the Secretary of State has given approval for the disposal of the land at the bottom of the site for the establishment of a parish office/community hub. The Council will submit a planning application in due course to East Suffolk Council but wanted to share the draft plans with allotment tenants at the AGM first.

### 3. PARISH OFFICE/ COMMUNITY HUB

Cllr Whiting gave a presentation to allotment holders showing draft drawings, elevations and facilities at the proposed office/hub. The planning application will be submitted in the next few months. The intention was to share the draft proposals with allotment holders at the AGM before submitting a planning application. A discussion followed about security, parking and timescales for the establishment of the facility.

### 4. FINANCIAL REPORT

The Clerk/RFO distributed the financial statement for the year, including income, expenditure and a breakdown of expenditure.

### 5. OPEN FORUM

Points discussed included:

Use of the allotment hut and noticeboard at the allotments. The Council re-affirmed that the allotment hut and noticeboard at the hut are for the benefit of allotment holders and that it is up to them to promote use of the hut. On rare occasions, the Baptist Church has used it.

The possibility of allotment holders setting up a WhatsApp group was discussed. It was agreed that allotment holders are welcome to create and manage such a group, and that the Parish Council can notify allotment holders how to join if requested. However, the Parish Council cannot set up or manage the group itself. Security at the allotments was discussed. Security can be improved further when a Parish Office/Community Hub is established.

The Council will consider the rationalisation of the bins at the top in future. No timescales for this have been set. Any tenants affected by this will be contacted individually, and the Chairman/Vice-Chairman will meet with them to discuss and agree any rationalisation. Allotment holders were made aware of the communal manure/chippings bins that have been provided.

The allotment panel was discussed. Tenants were advised that the Council will review the panel's role and effectiveness and consider how it could be developed to strengthen communication and engagement between allotment holders and the Parish Council. Mrs Sayles expressed interest in joining the panel. Allotment get-togethers were discussed and will be explored further by allotment holders.

The Council made allotment holders aware that it is a member of the National Allotment Society. If tenants require more information on this, feel free to contact the Clerk.

## 6. CLOSE OF MEETING

The meeting closed at 8.25 pm.

### FINANCIAL STATEMENT FOR ANNUAL ALLOTMENT HOLDERS MEETING 14 APRIL 2026

#### STATEMENT FOR YEAR ENDED 31<sup>ST</sup> MARCH 2026

Income for 2025/2026	–	£3,016
Expenditure for 2025/26 -		£4,110 (excluding VAT)
		<u>-£1,094</u>

#### Breakdown of expenditure (excluding VAT):

Grass maintenance, hedges, tree work -	£1,823
Allotment fences, gates & track -	£465
Water charges -	£1,341
Compost bins -	£331
Vermin control -	£150

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Mrs S Stannard – Clerk Rushmere St Andrew Parish Council  
14<sup>th</sup> April 2026