

# *Cottingham Parish Council*



**ALLOTMENTS COMMITTEE MEETING**  
**HELD AT THE PARISH COUNCIL OFFICE**  
**9 THE COTTAGES, MARKET GREEN, COTTINGHAM**  
**ON TUESDAY 21<sup>ST</sup> JANUARY 2025 AT 6:30PM**

**MINUTES**

PRESENT: Cllrs: Casson, Jump, Marten & Ward  
Allotments Association Representatives: R Bromley, K Fenteman-Coates,  
C Broughton-May  
Clerks: N Pape, J Price  
One member of the public

730 DECLARATIONS OF PECUNIARY, PREJUDICIAL AND NON-PECUNIARY INTEREST

730.1 To record declarations of interest by any member of Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

730.2 To note dispensations given to any member of the Council in respect of the agenda items listed below.

No declarations were made and no dispensations requested.

731 TO RECEIVE APOLOGIES

No apologies were received.

**Administration**

732 TO RECEIVE UPDATE ON THE ALLOTMENTS BUDGET

732.1 The Clerk reported the allotments budget for the 2024/2025 financial year was £2000, expenditure so far being £1425.82. This balance did not include the asbestos removal or hedge cutting. The budget for 2025/2026 had been agreed at £2000.

*Parish Council Office: 9 The Cottages, Market Green, Cottingham, East Yorkshire HU16 5QG*

*Tel : 01482 847623 Email : [clerk@cottinghamcouncil.org](mailto:clerk@cottinghamcouncil.org)*

*Website: [www.cottinghamparishcouncil.org.uk](http://www.cottinghamparishcouncil.org.uk)*

*Chairman: Councillor Kevin Casson Tel: 01482 847674 Clerks: N Pape/J Price*

**Resolved: that the reports be noted.**

733 TO REVIEW ARRANGEMENTS FOR INSPECTIONS OF PLOTS SCORING CONSISTENT 5s

733.1 At the previous Allotments Committee meeting it had been agreed that those plots scoring 4 or below be reinspected after a period of 14 days instead of waiting for a full month to pass and that it would be prudent for tenants scoring 5 to also be contacted by the CNAA. The CNAA queried how plots scoring 5s repeatedly should be treated. Members discussed various approaches.

**Resolved:**

- i. **that the CNAA reinspect a plot receiving a second inspection score of 5 after two weeks and a deadline set for specified improvements;**
- ii. **that photos be taken of plots at the commencement and end of tenancies for the Council's records;**

734 TO CONSIDER USE OF RETAINED DEPOSITS

734.1 The Committee discussed how retained deposits could be used to address plots left in a poor condition. To date they had been used to fund a skip to remove rubbish left by tenants.

**Resolved: that retained deposits are used to fund skip hire and minor repairs.**

**Social/Community Activity**

735 TO RECEIVE AN UPDATE ON ALLOTMENT ASSOCIATION ACTIVITIES

735.1 The CNAA reported on monthly working parties; maintenance of the site; purchase of a new shed; use of the shelter; skips; an application to the Dogger Bank Operator Fund for a new grasscutter; plot inspections; waterlogged plots; the proposed plant sale and participation in Open Gardens, and the CNAA AGM. A member suggested a sunflower growing competition and a plot holder agreed to take this on. The Parish Council would fund some small prizes. A CNAA member asked about the possibility of providing a defibrillator on or near the site and whether the Council had any benches that were surplus to requirements.

**Resolved:**

- i. **that the report be noted;**
- ii. **that the Parish Council provides some small prizes for a sunflower growing competition;**
- iii. **that the Clerk investigates whether a defibrillator could be sourced that didn't need a power supply**
- iv. **that the CNAA be advised of any funding opportunities to obtain benches for the shelter.**

737 TO AGREE FUTURE MEETING DATES

**Resolved: that the next meeting be scheduled for the second half of July 2025.**

738 EXCLUSION OF THE PRESS AND PUBLIC

*Parish Council Office: 9 The Cottages, Market Green, Cottingham, East Yorkshire HU16 5QG*

*Tel : 01482 847623 Email : [clerk@cottinghamcouncil.org](mailto:clerk@cottinghamcouncil.org)*

*Website: [www.cottinghamparishcouncil.org.uk](http://www.cottinghamparishcouncil.org.uk)*

*Chairman: Councillor Kevin Casson Tel: 01482 847674 Clerks: N Pape/J Price*

**Resolved: that the public and press be excluded from the Meeting for the consideration of the following matters on the grounds that it involves the likely disclosure of confidential information as defined in Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.**

739 TO CONSIDER AN APPEAL AGAINST A WITHHELD DEPOSIT

739.1 The Clerk referred to an appeal from a plot holder against a proposal to withhold a deposit on the grounds that the plot had been in a poor condition when they took it over and that it was in an improved condition when they gave it up.

**Resolved: that the deposit be refunded.**

There being no other business the Chairman closed the meeting at 19:25

Signed .....  
Chairman of the Parish Council