



SOUTHMINSTER PARISH COUNCIL

New Parish Room, Queenborough Road, Southminster, Essex. CM0 7AB

Tel: 01621 773868

Fax: 01621 773868

E-mail: southminsterpc@yahoo.co.uk

Website: www.essexinfo.net/southminster-parish-council

Minutes of the Allotment Holders Meeting held at Community Hall 2, King George V Memorial Field, Southminster on 14th November 2023 at 19.00 HRS

Committee Members Present:

Mr Plumb, Cllr Harrold and Mrs Smith

In attendance: J Jeffery Parish Clerk and 21 Allotments Holders.

23/07 Apologies – Cllr Fluker.

23/08 Approve minutes of last meeting on 12th October 2022 and 12th April 2023.

12th October 2022 Proposed by Mrs L Smith, seconded by P Freshwater

12th April 2023 Proposed by Mrs L Smith, seconded by Mrs D Dibben.

23/09 Matter arising from the last minutes.

There was a brief discussion regarding The Allotment Society membership, benefits, values and legal advice. The Clerk and Peter Plumb will look into the benefits and bring findings to next meeting.

23/10 Discuss rents

Cllr Harrold and Allotment Holders discussed the following proposal:

1. The allotment accounts will be done and signed off by the auditor in April
 2. The allotment meeting will be held in August so as the correct figures will be available before any decision on increasing the fees in line with inflation or not can be made
 3. We need to agree a carry forward surplus in the account to allow for any unexpected expenditure (£500 maybe)
 4. Invoices will be sent out in September date to be agreed via email to all allotment holders
 5. Payment to be received in October date to be agreed via bacs payment or bank transfer
 6. Each allotment will be given a reference number for bank payment (no cheque or cash)
 7. The yellow tractor will be sold and the ford tractor will be used to empty the trailer for as long as is viable or the allotment holders pick up the running costs of tractor
 8. Any problems or points of discussion over the allotments must come through the allotment chairman whom will then discuss with the clerk and Adrian then if needed put as an agenda item for the next council meeting
 9. No rent increase for year 2023/2024.
- To discuss and pass any resolution

Minutes signed by Mr Peter Plumb, Chair 4th February 2025

Allotment Holders agreed for the proposal to be put to full council.

23/11 Report and discuss any issues arising.

23/12 Next Meeting – To be confirmed