



WROUGHTON & WICHELISTOWE **PARISH COUNCIL**

Allotment Working Party Meeting Notes

12pm, Tuesday 8 September – Alexandra Room

Present:

Cllr Lisa Campisano (LC) – Chair of CA/OS

Cllr Matthew Smith (MS) – Councillor

Bob Sanderson (BS)– Allotment Holder

Katy Cena (KC) – Allotments & Administration Officer

1. General Overview

KC – read out a summary of the vacant plots – 3 in total but anticipates more in October when the annual allotment invoices are due. The demand for allotment plots doesn't seem to be significant at the moment. There are 0 on the waiting list who are Wroughton & Wichelstowe residents but there is another waiting list for non-residents, KC will start to offer them out to non-residents. MS made some suggestions for plots to be let out to community groups and to look into the possibility of letting out plots to disabled residents with the possibility of raised beds. KC will speak to the grounds team but did say that logistically this could be tricky due to the infrastructure of the site. KC mentioned that she had been approached by the local GP surgery from a health and well-being co-ordinator to have a plot for GPS who social prescribe allotments. KC had responded and chased this query but there had not been any further response. KC will try to make contact again. MS also suggested that the local Guides/Scouts could be approached for an allotment plot. BS did explain that the plots need daily work rather than weekly work so it may be difficult for some community groups to maintain their plot.

ACTION: KC to follow up with the GP surgery the health and well-being coordinator to see if there is still interest and consider contact with other community groups

2. Maintenance

KC read a summary of work that has been carried out:

- ✓ Maintenance of the hedge which borders the Allotment Site and Moormead road
- ✓ Installation of 5mph speed signs. The speed signs were put in place to prevent speeding along the allotment track. Driving below this speed will also help prevent damage to vehicles
- ✓ Grass cutting along the main footpaths and in the green spaces
- ✓ Clearing debris and waste from empty plots
- ✓ Strimming empty plots ready for new tenants.
- ✓ The Grounds Team have also been assisting plot holders on skip day.
- ✓ Clearing all the old cages/pens from opposite the paddock area/and allotments
- ✓ Some tree cutting which the grounds team can do when its under head height

3. Rent Review from October 2027

KC Proposes a Rent increase of 5% for 2027 due to the following:

- ✓ Water Utility Costs
- ✓ Grounds team time/Wages (3.3% government increase)
- ✓ Admin Time/Wages (3.3% government increase)
- ✓ One-Off infrastructure spends (Track Repairs)

- ✓ Twice Yearly Skip (it used to be yearly)
- ✓ Ad Hoc Maintenance

MS questioned about the water usage and whether the water was metered and KC explained it was metered but didn't think it was smart metered. KC explained that the bill was going to be issued in December MS said that he was happy to look at the billing which he did following the meeting. Everyone agreed to the 5% increase.

4. Annual Plot Holders Meeting

KC gave details of the date and time of the meeting and how the library would be set up with members of the WP along the top tables and that this seemed to work well last year. Everyone was in agreement for bringing the swap shop to the meeting so that ploholders could share produce from their harvest. KC explained she would present a slideshow following Lisa's Chairs report which would displaying photos of ploholders produce and flowers.

KC mentioned her brother who had built the swap shop and sadly passed away last month in a motorcycle crash and would like to dedicate the last slide to him.

KC confirmed with BS if he was happy with her written paragraph to be read out at the AGM meeting on behalf of MIND which he is a strong advocate of. He helps to supervise 5 people from the Swindon MIND group on this allotment plot to offer support and promote their health and well-being.

Action – speak to the grounds about detaching the boxes from the swap shop and communicate information about the AGM to the ploholders.

Action – To include in the Allotments Chair report a 5% rent increase from October 2027

5. Recommendations for CA/OS

Action – To recommend a 5% rental increase for October 27 for the next CA/OS agenda (7 October)

6. Any Other Business

Toby who couldn't attend the meeting had asked a question about whether the bonfire ban could be lifted. Everyone seemed to agree that now there was some wet weather and we were well into September it could be lifted and the signs removed from the gates. There doesn't appear to be any current National guidelines on prohibiting bonfires.

Action - KC will request the grounds team to remove the bonfire notices from the gates and communicate the lifting of the ban to plot holders but emphasising the W&WPC guidelines of having a bonfire.