

Allotment Advisory Group Meeting minutes

Purpose of meeting	-	To discuss progress and issues affecting the allotments.
Date	-	13 th May 2026 - 7:30pm
Venue	-	Via Zoom.
Attendees	-	Mark Burgess - (MB) Caroline Underwood - (CU) Pauline Butcher - (PB) Debbie Leighton - (DL) Jan Mary Brooks - (JB)
Apologies	-	Ray Magness - (RM)
Absent	-	None

PREVIOUS OPEN ACTIONS FROM EARLIER MEETINGS

No	Minute	Action	Owner	Due date
A	Improving Accessibility to the allotments We are aware that while owing an allotment has significant physical and mental health benefits to everyone, some groups cannot participate in these activities due to accessibility issues. We are keen to ensure the allotments are open to all where practicable. We are therefore planning to add a raised bed area at the front of the allotments, behind the new polytunnel. The raised beds will form a U shape and will be constructed using wooden sleepers and raised to the height that a person in a wheelchair could access them. We also plan to put a pathed pathway and path the area in-between the beds so people in wheelchairs can move about unrestricted.	Update – We now have five raised beds. Three have been taken on by a Buckden resident / previous plot holder. The local Residential Care Homes have expressed an interest but, as yet, there is no commitment on their part. We need to contact them to see if they are serious and if not allocate them out.	DL	Next Meeting
B	Allotment lease An update was provided on the recent letters received from Savills, acting as the Church Commissions agent, in the sale of the Silverstreet development site, which includes the access route into the allotments. As part of these discussions Savills has suggested the Buckden Parish Council (BPC) purchase the allotment site from the Church Commission for a sum of £16,000. The BPC are considering the proposal and entering negotiations with Savills.	Update – There has been no update on the Allotment Lease. Any change will be notified to the Allotment Advisory Group.	CU	Next meeting
C	Relocating the Pagoda & Picnic Bench We believe that the Pagoda and the picnic bench is not being used and the space that they occupy could be used to provide for a smaller Community Plot.	Update – The work has finished at the Buckden Council Office area. They now may be able to relocate the pagoda. We need to approach the team and see if / when they want to relocate it.	Jess	Next meeting

	It was agreed that the Pagoda and the picnic bench can be reallocated to elsewhere in the village where it is likely to get better usage. We will wait on the Parish Councils decision re where and when.			
D	Plot Inspection Update. Nearly all the plots are being maintained with one or two exceptions. During the inspection on the 11th of May 2026, it was identified that many of the boundary lines on the left-hand side of the allotments have become confused and the front plot marker no longer aligns with the back of the plot. We need to conduct a review of the boundaries and make sure they are clear.	Update – A plot inspection was conducted on 10th May 2026 and the following issues identified. 1. There is no evidence of any work being conducted on Plot 18. Now that a formal “notice to quit” has been issued we need to order a skip and organise a working party to clear the plot. A response has been received from the current plot holder refusing to vacate the plot and making more promises to start using the plot for what is intended. However, we agree that we have had numerous promises over the past 2 years and nothing has improved. The advice from the Parish Council is to continue with the eviction process but to extend the deadline to vacate by 1 month. 2. The pathway between Plot 14a and 15a has not been cleared. The rubbish was moved by a member of the Advisory Committee during the inspection. A not to the plot holders of 14a and 15a needs to be issued reminding them to keep the pathway clear. 3. There appears to be a dispute over responsibilities for the pathway between plots 16 and 17. There is a strip of grass which is being left in cut. We need to assess the boundary line and then make it clear which plot holder is responsible for maintaining the pathway. 4. Plot 22 remains vacant but is rapidly becoming overgrown with weeds. We need to call a working party to help clear and cover the plot whilst we wait for someone to take over the plot. It was agreed that we should offer this plot to the next person on the waiting list, giving priority to Buckden Residents. If no Buckden resident wants to take on the plot we should offer it to the next person on the	Jess Mark Mark Jess	ASAP Before next inspection Before next inspection. ASAP

		waiting list who lives closest to the allotments.		
E	Water storage initiative One of the Plot Holders raised an idea that the Allotments could help reduce water usage by storing rainwater. It was suggested that rainwater runoff from the sheds could be captured in water butts.	Update – Some of the plot holders have taken the initiative to capture rainwater from their sheds / lean-tos. An excellent rainwater capture system can be seen on plot 31. We need to further encourage this activity and should encourage Plot Holders to consider installing a similar system where possible. There are a few barrels / water butts available which can be offered to the plot holders that express an interest. We should put a note out on our Facebook page and in our next newsletter encouraging Plot Holders and informing plot holders of the available water butts. Carry over	PB MB	Facebook Newsletter
F	Silverstreet update The planning process is continuing, and the developers are in the consultation process with the residents of Buckden. The developers are also detailing Reserved Matters for submission prior to discussion and for submitting a reserved matters applications at a later stage. Reserved Matters tend to be specific details of a development that were not addressed during the outline planning permission stage. These details can include appearance, landscaping, layout, scale, and access arrangements of the project.	Update – Morris Homes have submitted a revised plan for the development area, and a meeting is being arranged with the Buckden Parish Council to discuss further. The Buckden Allotment Advisory Group will be informed of any relevant changes in due course.	CU	When available
G	Allotment Storage Bay The Allotment Storage Bay has been cleared and can now be used for deliveries of manure, soil improver, wood chippings ect.	If possible, we would like another delivery of soil improver which will be stored on Plot 10	MB	When available
H	Improving tenancy contracts. The proposed idea of enhancing our Tenancy contracts was discussed and agreed. It was felt that this would help improve the Parish Councils contractual agreements with Plot Holders. However, it was agreed that the new Tenancy Agreement should sit alongside the current Rules and Regulations.	We are comparing our Tenancy Agreement with the recommendations from the National Allotments Association and will revise ours if we feel there is improvements which can be made.	Jess	Next meeting

NEW ACTIONS FROM TODAYS MEETINGS

No	Minute	Action	Owner	Due date
1	School plot needs work as it is becoming overgrown with weeds.	We need to make a soft approach to the school to understand their future intentions for the plot.	Jess CU	Next meeting

Date of Next Meeting – 2nd June 2026 at 10:30am, location to be agreed.