



Chard Town Council

THE GUILDHALL, FORE STREET, CHARD, SOMERSET TA20 1PP
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Mayor: Cllr Victoria Bates Chief Executive Town Clerk David Bell

Minutes of the Allotment Forum Meeting held on Monday 8th December 2025 in the Town Hall at 10.30am.

Present:

Cllr J Baker (chair)

In attendance:

Kevin Dyer – Operations Manager/Deputy Clerk

Sarah Steggall – Admin assistant

Josh Parker – Amenities

There were 10 members of the public present and no members of the press.

The meeting started at 10.35am.

Apologies were received from Bob Adams and Mike Lee.

JB confirmed the minutes of the last allotment forum meeting held on the 30th June 2025.

Matters arising from the last meeting 30th June 2025

Locks –KD met with the police, and they agreed to leave gates unlocked in order for the police to patrol allotments.

Hedges – Work on roadside hedge completed. Access to far side hedge is difficult. KD asked if tenants of plots adjacent to the hedge can maintain the hedge. CTC to contact those tenants.

Notice Board – Allotment association have agreed to share a key so that CTC staff can access the notice board.

Car park extension – Plots 4701 and 4702 will become additional parking. KD has sourced hard core. Work will be planned in January 2026. SS to put map on noticeboard.

CTC plan to have further parking near the top gate when plots become available.

Eviction policy – This was agreed and passed by the council.

Allotment Association clear up – was completed. Fly tipping still an issue.

Report 2 December 2025

There are 173 plots – 156 full size and 17 half size.

2025 17 vacant plots

2023 7 vacant plots

2022 13 vacant plots

Currently 90.2% occupancy

Allotment inspection took place during July/August 2025 following which letters were sent to 19 allotment holders.

Number of Plots Terminated –

1 Oct 24 to 30 Sep 25 - 18

1 Oct 22 to 17 Sep 23 – 22

1 Oct 21 to 30 Sep 22 – 22

New Allotment Holders –

1 October 24 to 30 Sep 25 - 20

1 October 23 to 30 Sep 24 - 19

1 Oct 22 to 17 Sep 23 – 19

1 Oct 21 to 30 Sep 22 – 16

Waiting Lists – 2 applicants (both been offered plots) on waiting list and 12 current allotment tenancy holders would like another plot.

Compost Toilet KD deemed the cost of toilet and license to be too expensive. It was suggested looking into creating a reed bed area which would filter water if a natural spring was available or having a portaloo. The allotment association will discuss alternative options and costs.

Fees – There will be no increase in fees this year.

Antisocial behaviour – KD reported complaints had been received from tenants with regards to behaviour and rudeness causing friction between tenants. Also, evidence of drug dealing and growing of drugs has been reported.

Theft - KD asked tenants to lock sheds. It was noted that this may only cause thieves to damage sheds. All break ins/thefts be reported directly to the police. Cameras can be installed by tenants on their sheds, covering their plots only. Any footage not to be shared with anyone except the police. KD has purchased cameras to be used across public open spaces owned by the council, including the allotments. JB advised that if the allotment committee wish to install cameras they would need to be registered with the Information Commissioner's Office and a fee would be payable.

Any Other Business

Charities becoming tenants – A meeting to be held between the applicant charity and KD with regards to risks, health and safety etc. Allotment tenants in support as long as not conducting 'no dig' gardening.

Pathways - The allotment association are encouraging tenants to maintain pathways. It was noted that some pathways have disappeared. CTC to investigate and contact tenants.

Allotment Association were asked to produce a 5 year plan but they feel there is no need as they are happy with the improvements and current management of the allotments.

Landowners visit – happy with the site, suggested a couple of plots become a nature area. It was discussed that the allotments are already a nature area.

Re-numbering of Plots – The allotment association have made a plan, and it was agreed, it is not a quick job.

Tenancy Agreement – copy to be put on the website- SS

Track – Will be improved – KD

Next Meeting will be the AGM to be held in March 2026.

There being no further business the meeting closed at 11.45am.