



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 30th June 2025 in the town hall at 12.30pm

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 present.

The meeting started at 12.35pm

Apologies were received from Bob Adams and Mike Lee.

JB confirmed the minutes of the last allotment forum meeting held on 26 April 2023

Matters arising from the last meeting 26 April 2023.

Water tanks issues have been resolved.

Locks - it was agreed to not replace as they keep getting broken.

Fences & Hedges - KD has spoken to the landowner who has agreed with the councils plans and has asked that all hedges be laid. Plan to complete this work during October to March.

Notice Boards - A local carpenter has been asked to make a notice board as pre-bought was not cost effective.

Car Park Extension- plots 4601, 4502, 4501 have been reserved for a new parking area. It was noted that there is a water tank in this area and it may not be suitable during the winter weather. The tenants will be consulted before final decision is made.

Eviction Policy- a new policy has been drafted to be discussed at the next Amenities and Events committee meeting.

Allotment Association Clear Up- KD asked if this could be arranged around the first bank holiday in May next year.

Dead Ash tree- work completed.

Report from Operations Manager

There are 174 plots – 157 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 September 2024 following which letters were sent to 19 allotment holders. The next inspection is 1st and 2nd July 2025.

Number of Plots Terminated –

1 Oct 23 to March 25 – 22 (up to date figure currently unavailable due to new computer system)

1 Oct 22 to 17 Sep 23 – 22

1 Oct 21 to 30 Sep 22 – 22

New Allotment Holders –

1 October 24 to date – 8 (including 4 existing tenants having additional plots)

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 – 4 applicants (plus 3 outside of Chard area) on waiting list and 11 current allotment tenancy holders would like another plot.

Compost Toilet- KD reported that there would be a cost of £3000 to £4000 per year which would increase tenants' fees.

The possibility of a natural toilet using a reed bed may be an alternative option.

Bonfires- Environment Health have reported nuisance smoke to the council. This was deemed to be caused by a local landowner.

The tenancy agreement states that bonfires must not be lit until after 4.30pm in the summer and after 1.30pm in the winter. Policy on bonfires may need to be reviewed.

Theft of produce- reported recently. KD confirmed that local police have patrolled the site regularly, during the evenings. Any further issues please report to reception at the Guildhall.

Inappropriate Parking- KD has spoken to some tenants parking inappropriately and asked that tenants do not put themselves in any confrontational situations.

Any Other Business

Pathways- The Amenities team have asked that pathways be kept clear and in good order.

The tenancy agreement states that the pathway abutting the allotment garden (which is the pathway situated uphill of your allotment garden) be kept in a reasonable condition and free from weeds the width of which will allow a wheelbarrow to pass unhindered.

Lease Agreement – Landowner happy with current lease and JB confirmed that the allotments are not currently logged as a prospective area for building.

Management of Allotments- Increased staff time/costs in managing the allotments. Requires a full-time staff member at a cost of £26000. Raised the question whether the allotment association manage the plots.

5 Year Plan- Allotment Association were asked to provide a 5 year plan of what the tenants require.

Next forum meeting to be held early October 2025.

There being no further business the meeting closed at 13.30pm.