



ANDOVER TOWN COUNCIL

Allotments Committee Meeting

The Lights, Andover

4 February 2026 - 6:30 PM

To the Members of the Allotment Committee

You are hereby summoned to attend a meeting when it is proposed to transact the business on the agenda.

Please note that there are members of the Council who are neurodiverse and those with physical disabilities (e.g. hearing loss), reasonable adjustments will be made to accommodate this. Please be mindful of this and adjust your behaviour if necessary.

6:30 PM SURGERY TIME FOR ALLOTMENT HOLDERS

The Allotment Committee meeting will start at the end of Surgery Time.

AGENDA

ITEM	DETAIL	Item Lead	Enc.
1. Public session	To receive questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	Chairman	
2. Apologies	To note apologies for absence.	Chairman	
3. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chairman	
4. Minutes	To approve the minutes of the last meeting on <u>26 November 2025</u> .	Chairman	✓
5. Maintenance Strategy	To approve the new format of the <u>Maintenance progress report</u> . To note the new Maintenance Strategy progress report.	Chairman	✓
6. Allotment Request	To approve a request from the Warden at Old Winton Road allotments. – report to follow To instruct Officers on how to proceed.	Chairman	✓
7. Allotment Request	To approve a <u>request from the Drove Allotment Association</u> . To instruct Officers on how to proceed.	Chairman	✓
8. Allotment Request	To approve a <u>request from Site Wardens to have contact details</u> for existing plot holders (GDPR formed signed when viewing or accepting a plot allows for this). To instruct Officers on how to proceed.	Chairman	✓
9. Waiting List	To review the <u>waiting list process</u> and instruct Officers if any action should be taken.	Chairman	✓
10. Allotment Officer's Report	To review a <u>report provided by the Allotment Officer</u> and to decide on costs and/or action.	Chairman	✓
11. Future Items	To receive verbal requests from Councillors for items to be considered at the next Committee meeting.	Chairman	
12. Next Meeting	To note the date of the next meeting is TBC.	Chairman	

Signed: Tor Warburton, Town Clerk

29 January 2026

Andover Town Council under LGA 1972 S.111; the power to facilitate, be conducive to or incidental to the discharge of the councils powers and functions,