# ANDOVER TOWN COUNCIL
# Allotments Committee Meeting
# The Lights, Andover
## 28 October 2026 - 6:30 PM

**To the Members of the Allotment Committee –** *Cllrs K Hughes, E Reynolds, T Burley, J Cockaday, L Gregori, J Hughes, R Hughes, T James and R Kidd.*

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 16 September 2026. | **Chairman** | ✔ |
| 5. | **Noticeboard Maintenance** | To **approve** a quote for maintaining the noticeboards within the allotment sites. | **Chairman** | ✔ |
| 6. | **Allotment Water Charges: Proposed Change to Billing Method** | To **consider** the attached overview with accompanying report, if further clarity is needed, and decide whether to:<br>• recommend to Full Council that allotment water charges be calculated per square metre of plot area from the 2027 water billing season, with version 11 of the Allotment Rules (Route 1); or<br>• survey Tenants first and report back in January 2027 (Route 2).<br>Under either route, to **recommend** corrections to the Rules and the Tenancy Agreement to Full Council, the Agreement changes to apply at the 2027 renewal, and to note the remaining inconsistencies, which will come to a future meeting for consideration. | **Chairman** | ✔ |
| 7. | **Allotment Officer's Report** | To **note** a report provided by the Allotment Officer and consider if any action should be taken. | **Chairman** | ✔ |
| 8. | **Service of Grass-Cutting Equipment** | To **approve** a quote for servicing the grass-cutting equipment used by the Site Warden at Old Winton Road allotments. | **Chairman** | ✔ |
| 9. | **Next Meeting** | To **note** the date of the next meeting is **Thursday 19 November 2026** at **6:30pm**, at **The Lights.** | **Chairman** | |

Signed: Tor Warburton, Town Clerk 22 October 2026

*Andover Town Council under the Localism Act 2011, Chapter 1, ss.1–8, the General Power of Competence.*