



Allotments Committee Minutes

Time and date

6.30pm on Wednesday 22 July 2026

Place

The Lights, Andover

Councillors Present:			Arrival time noted if after meeting start					
Cllr K Hughes (Chairman)	P	6.33pm	Cllr E Reynolds (Vice Chairman)	P		Cllr T Burley	P	
Cllr J Cockaday	P		Cllr R Kidd	P		Cllr L Gregori	A	
Cllr J Hughes	P		Cllr R Hughes	A				

Site Wardens Present:			Arrival time noted if after meeting start					
Admirals Way	P		Old Winton Road	P		The Drove		
Barlows Lane	P		Ox Drove			Vigo Road		
Churchill Way	P		Picket Twenty					
Mylen Road			Saxon Heights					

Officers Present:	Tor Warburton (Town Clerk), Jo Whiteman (Allotment Officer)
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Members of the Public:	2
Members of the Press:	0

ALLOTMENT HOLDER SURGERY

AC 023/07/26 Barlows Lane Allotment warden:

The Warden shared the concerns and frustrations expressed by allotment holders regarding the hosepipe ban. She also reported dealing with a tenant who had lit a bonfire, which required her immediate attention.

The Warden raised concerns about the area around the gravel and noticeboard, which had become overgrown with weeds and was being used for fly-tipping, with items such as paint tins regularly being left there. Members agreed that the area required tidying and that signage could be installed to discourage further dumping.

Cllr K Hughes arrived at 6.33pm

AC 024/07/26 Admirals Road Allotment warden:

The Allotment Warden also raised concerns about water being wasted when tenants filled their watering cans. Councillors acknowledged these concerns and advised the

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Mayor / Chairman:

Date:

Warden to continue signposting allotment holders to Southern Water's guidance and restrictions.

AC 025/07/26 Old Winton Road Allotment warden:

The Allotment Warden reported that suspected asbestos sheets had been found along a fence line during preparations for the fencing works. The fencing contractors advised that they were unable to proceed with that section until the material had been dealt with appropriately.

Members discussed the correct process for managing suspected asbestos. It was noted that any material suspected of containing asbestos should be treated as such until confirmed otherwise, and that appropriate testing may be required before any removal took place. It was also recognised that commercial contractors are subject to different legal requirements and would not handle suspected asbestos without the necessary procedures being followed.

The Warden also highlighted concerns that an existing shed may contain asbestos cement roofing. As the shed is not currently being disturbed, it was agreed that this does not present an immediate issue, but should be recorded as a potential hazard for future reference should any work be undertaken.

It was agreed that the Council would take responsibility for arranging the safe disposal of the asbestos sheets found by the fence, following the appropriate process.

AC 026/07/26 Councillor E Reynolds addressed the wardens about plot numbers being difficult to identify on several sites, causing difficulties for contractors and officers locating individual plots. It was reiterated that tenants were responsible for displaying their plot numbers in accordance with the tenancy rules. However, members agreed that assistance could be provided to tenants who required help obtaining or displaying plot numbers.

He also advised wardens and members that the rodent contractor was currently undergoing changes to its internal processes, which may result in some short-term delays. Wardens were asked to remain patient while the changes were being implemented. It was noted that the ongoing rat activity was largely linked to the availability of food sources beyond the allotment sites and treatment would continue where evidence of infestation existed.

AC 027/07/26 A plot holder in attendance raised a question regarding the finances and maintenance costs associated with the Ox Drove Allotment site.

The Town Clerk explained that the higher maintenance costs at Ox Drove were largely due to the site's challenging terrain and the specialist maintenance required. Alternative approaches to reducing costs were considered; however, it was recognised that legal, health and safety, and insurance requirements limited the options available.

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It was also noted that lessons learned from previous site acquisitions had informed the Council's approach to future developments, with higher standards being applied when adopting new allotment sites.

The role of allotment associations was also discussed, and it was noted that other allotment sites could establish an association where there is sufficient support from tenants.

PUBLIC SESSION (*The discussion below is a short summary and is not recorded word for word.*)

AC 028/07/26 There were no questions raised by the members of the public present at the meeting.

APOLOGIES

AC 029/07/26 Apologies were received from Councillors L Gregori and R Hughes due to a Test Valley Borough meeting clash.

INTERESTS

AC 030/07/26 Non-pecuniary declarations were received from:
1. Councillor E Reynolds, as a member of the Drove Association, and as an allotment plot holder.

MINUTES

AC 031/07/26 It was proposed by Councillor K Hughes and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the Minutes of the Allotment Committee meeting held on [17 June 2026](#), be signed by the Chairman as a correct record.

FINANCIAL COMPARISON

AC 032/07/26 Members received and noted the [financial comparison](#) for this committee to date.

RULES AND REGULATIONS

AC 033/07/26 [Allotment Rules and Regulations Report](#)
It was proposed by Councillor K Hughes and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the proposed wording for the agreed changes be approved.

AC 034/07/26 [Amended Allotment Rules and Regulations](#)
It was proposed by Councillor K Hughes and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the recommendation of the amended allotment rules and regulations be approved for recommendation to Full Council for adoption.

MAINTENANCE STRATEGY

AC 035/07/26 [Maintenance Strategy progress report](#)
Members noted that the fence at Mylen Road would be the next allotment fence to be replaced following the completion of the works at Old Winton Road.

AC 036/07/26 It was proposed by Councillor K Hughes and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that officers be instructed to obtain three quotes for the fencing at Mylen Road and report back to a future meeting.

PICKET TWENTY SITE

AC 037/07/26 A verbal update was provided. The Committee was informed that Andover Town Council had completed all the necessary steps and was now awaiting a response from the developer regarding outstanding boundary queries. A further update would be provided at the next meeting.

ALLOTMENT OFFICER'S REPORT

AC 038/07/26 Members received and reviewed the [Allotment Officer's report](#).
Councillor K Hughes thanked the Allotment Officer for all her hard work.

NEXT MEETING

Signed as a true and accurate record of the meeting.

Mayor / Chairman:

Date:

AC 039/07/26 Members noted the date of the next meeting would be on **Wednesday 16 September 2026** at **6.30pm**, at **The Lights**.

Cllr R Kidd left the room at 7.18pm

EXCLUSION OF THE PRESS AND PUBLIC

AC 040/07/26 It was proposed by Councillor K Hughes and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that in accordance with section 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Members of the Press and Public be excluded from the Meeting due to the confidential nature of item 13 be approved.

EVICTON APPEALS

AC 041/07/26 *Cllr R Kidd returned at 7.20pm*

Churchill way

It was proposed by Councillor K Hughes and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the decision to refuse the eviction appeal be approved.

AC 042/07/26 Admirals way

It was proposed by Councillor K Hughes and seconded by Councillor J Cockaday and **RESOLVED: Unanimously**, that the decision to refuse the eviction appeal be approved.

MEETING CLOSURE

AC 043/07/26 The Chairman closed the meeting at 7.37pm.

Signed as a true and accurate record of the meeting.

Mayor / Chairman:

Date: