



Allotments Committee Minutes

Time and date

6.30pm on Wednesday 4 February 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 J Goodwin	X		Cllr L Gregori	P	
Cllr J Hughes	P	6.44pm	Cllr R Hughes	P	6.35pm	Cllr R Kidd	X	

Site Wardens Present:			Arrival time noted if after meeting start					
Admirals Way	P		Old Winton Road	P		The Drove	P	
Barlows Lane			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:	0
Members of the Press:	0

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

AC 075/02/26 *(Councillor K Hughes arrived at 6.33pm)*
No questions were raised by members of the public.

APOLOGIES

AC 076/02/26 *(Councillor R Hughes arrived at 6.35pm)*
There were no apologies received.

INTERESTS

AC 077/02/26 Non-pecuniary declarations were received from:
1. Councillor E Reynolds, as a member of the Drove Association, and as an allotment plot holder, including an interest item 6 and 7 of the Agenda.

MINUTES

AC 078/02/26 *(Councillor J Hughes arrived at 6.44pm)*
It was proposed by Councillor E Reynolds and seconded by Councillor K Hughes and **RESOLVED: Unanimously**, that the Minutes of the Allotment Committee meeting held on [26 November 2025](#) be signed by the Chairman as a correct record.

MAINTENANCE STRATEGY

AC 079/02/26 Members noted the new format of the [Maintenance Progress Report](#).
It was proposed by Councillor K Hughes and seconded by Councillor E Reynolds.

These minutes are published in draft pending approval at the next Committee meeting.

Members then entered into debate.

An amendment was proposed to provide more explanation in the wording and to add an amber colour.

RESOLVED: Unanimously, that the new format of the Maintenance Progress Report, incorporating the amendments, be approved.

ALLOTMENT REQUEST – OLD WINTON ROAD APPLE ORCHARD

AC 080/02/26 It was proposed by Councillor K Hughes and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that standing orders be suspended in order for the Warden to speak to the report.

AC 081/02/26 It was proposed by Councillor L Gregori and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that standing orders be reinstated.
Members then went into debate.

AC 082/02/26 [OWR – apple orchard report](#)
It was proposed by Councillor R Hughes and seconded by Councillor K Hughes and **RESOLVED: Unanimously**, that, with reference to the discussion, Officers proceed to undertake further discussions and report back to the committee with additional information and associated costings, as soon as practicable.
(Councillor E Reynolds did not participate in the vote.)

ALLOTMENT REQUEST – THE DROVE STORAGE

AC 083/02/26 [TD – storage report](#)
Members noted the report. Councillor E Reynolds spoke to the report and members went into questioning.

AC 084/02/26 It was proposed by Councillor L Gregori and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the installation of an additional storage container on site be approved.
(Councillor E Reynolds did not participate in the vote.)

ALLOTMENT REQUEST

AC 085/02/26 It was proposed by Councillor K Hughes and seconded by Councillor R Hughes and **RESOLVED: Unanimously**, that it be approved for authority to be granted for Allotment Site Wardens to be provided with access to a complete list of tenant details relevant to their site, including names, plot numbers, and email addresses.

WAITING LIST

AC 086/02/26 Members noted the [waiting list report](#) and went into discussion.

AC 087/02/26 It was proposed by Councillor K Hughes and seconded by Councillor R Hughes and **RESOLVED: Unanimously**, that the following be approved:

- An email be sent to the 67 members on the waiting list who have not responded to any correspondence to date, advising that they will be removed from the list if no response is received within 7 days of receipt of the email.
- An additional line be added to confirm that applicants may select no more than two preferred choices.
- If an applicant is offered their first choice and declines it, they will be removed from the list and will need to reapply should they wish to do so. Applicants may choose to wait for their second choice if preferred.

ALLOTMENT OFFICER'S REPORT

AC 088/02/26 Members received and reviewed the [Allotment Officer's report](#).

FUTURE ITEMS

AC 089/02/26 The following item was requested to be added to the next agenda:

- [Climate Grant](#)

NEXT MEETING

AC 090/02/26 Members noted that the date of the next Allotments Committee meeting would be confirmed following the Annual Full Council meeting in May 2026.

MEETING CLOSURE

AC 091/02/26 The Chairman closed the meeting at **7.14pm**.

DRAFT