## Meeting of the Allotment Holders with Members of the East Peckham Allotment Panel held at the Jubilee Hall Meeting Room on 30th October 2026 at 6.30pm

**Assistant Clerk – J. Perretta 2nd November 2026**

# Minutes

1. **Attendees;** Councillor M. Joannes, Committee Representatives; L. Fisher & S. Barth. 5 allotment garden holders and Assistant Clerk J. Perretta.
   **Apologies;** 5 allotment garden holders.
   **Absence;** Councillors T. Eastwood & D. Seal.

2. **To approve minutes from meeting held on 20th March 2026.** It was resolved the minutes were an accurate and true record.
   Proposed by; M. Joannes, Seconded by L. Fisher, agreed with a show of hands.

3. **To agree a new committee chair and 2 resident representatives.** It was agreed to appoint M. Joannes as chairman and S. Barth and L. Fisher as allotment representatives.
   Proposed by; T. Dowdeswell, Seconded by T. Beattie, agreed with a show of hands.

**4. To discuss allotment law and legislative requirements.** The allotments are now to be regarded as allotment gardens, this is a legislative requirement (Under Allotment Act 1908 – 50, section 22 (1), Allotment Act 1922). The Parish Council by law must provide garden holders 12 months' notice of any changes to rent fees and changes to the tenancy agreement (under section 1 of the Allotments Act 1950).

**5.Update on any previously agreed actions.**

- An additional trough was purchased and installed.
- A water butt was purchased and installed.
- An additional 2 gardens have been created and have tenants, adding additional annual income of £ 55.00.
- The leaking shed roof has been repaired.

Thanks were expressed to garden holders and D. Seal for their assistance with maintenance works.

**6.To notify tenants of rent increase as of 1st April 2028.** The Parish Council has given allotment garden holders over the required 12 months' notice to increase the annual rent as of the first of April 2028 to;

- £48.40 – full garden fee = 10% increase.
- £30.25 – half garden fee = 10% increase.

**7. To notify tenants of the payment deadline and payment method.** Payments must be made once invoices have been received via email and paid after the 1st April for the forthcoming year. Payment must be made by bank transfer only.

**8. To notify tenants of amended tenancy agreement and tenant requirements as of 1st April 2028.** The Parish Council has given allotment garden holders over the required 12 months' notice to make changes to the tenancy agreement on 1st April 2028. See appendix AGM 1.

**9. To notify tenants of new double occupancy rules.** As of 30th October 2026 only 1 garden shall be rented per tenant due to the length of the waiting list.. Tenants who currently have more than 1 garden will not be affected.
Proposed by; M. Joannes, Seconded by; T. Dowdeswell, agreed with a show of hands.

**10. To confirm numbers of people on the waiting list.** It was confirmed that 5 residents are on the waiting list.

**11. To confirm the remaining budget and agree any requirements.** This years costs are £490.90 from an annual budget of £500.00. Therefore there is no further budget available this financial year.

**11.1 To discuss any budget requirements for 2027 – 2028.** The Committee confirmed the following items need to be considered by Council when deciding next year's budget;

- Replacement of shed flooring
- Repaint the shed
- An additional and last water trough

- Trough cleaning
- Bug house for pollination
- Purchase of a thermostatic vent for the Polly tunnel.

**12. To confirm the date to turn off the water supply.** It was agreed the garden holders would make this decision themselves and inform the Parish Office.

**13. To notify tenants of removal of excess soil and vegetation.** All excess soil and vegetation must be removed from site, offered to the Community Garden and must not be left anywhere outside of the allotment garden fenced area.

**14. To discuss quotations and resolve how to proceed.** None presented.

**15. Matters to discuss at the next meeting:** All items listed above.

**16. Next meeting date;** 16th April 2027 at 6.30pm