



Sacriston Parish Council
The Fulforth Centre
Front Street
Sacriston
Durham
DH7 6JT

clerk@sacristonparishcouncil.gov.uk

To Members of the Parish Council

You are hereby summoned to attend the **Allotment Committee** Meeting at The Fulforth Centre on Monday, 1st June 2026, at 6.30 pm for the purpose of transacting the following business:

AGENDA

1. **Welcome and Apologies for Absence**
2. **Declarations of Interest** -To receive and record any Disclosable Pecuniary Interests in relation to items on the agenda.
3. **Public Participation** - Questions and comments from members of the public (maximum 5 minutes per item/per individual).
4. **Approval of Minutes** - To approve the minutes of the meeting held on Monday, 2nd March 2026 (attached).
5. **Gates/Boundary Fencing** – to provide an update on fencing/gates.
6. **Treasurer's Report** – to consider the information (attached).
7. **Tenancy Agreements** – update on Tenancy Agreements.
8. **Annual Rent** – update on rent payments.
9. **Water Rates** – to provide up to date information on the water accounts (attached).
10. **Matters Arising** - to include any matters raised by plot holders
11. **Vacant Allotments** – An update regarding the number of vacant allotments.
12. **Waiting lists** – An update on the number of applicants on the waiting list.
13. **Orchard** – asbestos removal
14. **Representatives Reports** – Information to be provided from Cross Lane, Daisy Hill, and, if available, New Hill allotments.
15. **Application for Buildings** – to discuss and approve any applications.
16. **Date and time of next meeting** – The next meeting is to be held on Monday, 7th September 2026.

Signed: *C. Dixon*
Clerk to the Council



SACRISTON PARISH ALLOTMENT ASSOCIATION

Minutes of the meeting held on 2nd March 2026 at 6.30 pm The Fulforth Centre

Present: Cllr H. Dixon (Chair), Cllr G Ludlow, Cllr D Robson, Cllr E Waldock, Cllr A Page, Cllr B Mickle (Allotment Rep for Cross Lane) and Mrs C. Dixon (Clerk)

Apologies: Cllr R Sharp (Allotment Rep for Daisy Hill)

Item No:

- 1. Welcome and Apologies for Absence** - The Chair opened the meeting at 6.30 pm and welcomed everyone.
RESOLVED: To **RECEIVE** the apologies for absence.
- 2. Declarations of Interest**
RESOLVED: To **NOTE** there were no declarations of interest.
- 3. Approval of Minutes**
RESOLVED: To **APPROVE** the minutes of the meeting held on 9th February 2026 as a true and accurate record, and for the Chair to sign them accordingly.
- 4. Gates/Boundary Fencing**
Cllr Mickle advised that he is collecting the missing fence panel and will install it.
RESOLVED: To **APPROVE** Cllr Mickle to install the fence panel.
- 5. Treasurer's Report**
RESOLVED: Bank Account Balance: £2,152.99
Cash in Hand: £60.00
Gate Key Deposit Allocation: £620.00
Total Available Funds: £1,592.99
(*Note: Gate Key Deposit is allocated and not available for general use*)
- 6. Water Rates**
Cllr Mickle confirmed that he had located a leak; however, he had fixed this.
RESOLVED: To **NOTE** the comments.
- 7. Matters Arising**
The gate at the top of Cross Lanes will be locked going forward to prevent unauthorised access.
RESOLVED: To **NOTE** the comments.
- 8. Vacant Allotments**
Vacant Plots Cross Lane: P19 and P20, P3.
Works Currently Underway On: Plots P14, P16, P17
Daisy Hill: DH12 to become vacant

RESOLVED: To **NOTE** the vacant plots.

9. Waiting Lists

Currently, there are 5 applicants on the waiting list for Cross Lane. However, the clerk is waiting for replies, and if they do not reply within 7 days, they are removed. There are 2 applicants on the list for Daisy Hill.

Cllr Mickle also had an additional person to include on the list for Cross Lane.

RESOLVED: To **NOTE** the number of applicants on the waiting list.

10. Representative Reports

Cross Lane – Nothing to report.

Daisy Hill – Nothing to report.

RESOLVED: To **NOTE** there were no representative reports.

11. Application for Buildings

P12 would like a polytunnel.

RESOLVED: Advised to submit a plan.

12. Pest Control

The clerk has contacted DCC, and they have advised that they are able to provide a quote; however, they are now unable to bait the whole site, so they would need further information on which plots had livestock, who was experiencing issues, and how often they saw vermin.

RESOLVED: To **NOTE** that Cllr Mickle had spoken to some plot holders and there were no reports of any issues. At present, we will hold off on the quote.

13. Date and Time of Next Meeting

RESOLVED: To **APPROVE** the allotment meeting to be held on Monday 13th April at 6.30 pm

Agreed and signed by Chair of Allotment Association.....

Date

Meeting Closed at 18.43 pm

Agenda Item 5 - Treasurer's Report

Financial Summary

- **Bank Account Balance:** £4691.59
- **Cash in Hand:** £110.84
- **Gate Key Deposit Allocation:** £720.00

Total Available Funds: £3971.59

(Note: Gate Key Deposit is allocated and not available for general use)

Agenda Item 6 - Water Rates Summary

- Daisy Hill Allotments: £NIL
- Cross Lane Allotments: £601.88 (In debit)