



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 Wednesday, 2nd September 2026, at 6.30 pm for the purpose of transacting the following business:

AGENDA

17. Welcome and Apologies for Absence

18. Declarations of Interest - To receive and record any Disclosable Pecuniary Interests in relation to items on the agenda.

19. Public Participation - Questions and comments from members of the public (maximum 5 minutes per item/per individual).

20. Approval of Minutes - To approve the minutes of the meeting held on Monday, 1st June 2026 (attached).

21. Gates/Boundary Fencing – to provide an update on fencing/gates.

22. Treasurer's Report – to consider the information (attached).

23. Invoice – to approve invoice for payment (attached).

24. Water Rates – to provide up to date information on the water accounts (attached).

25. Matters Arising - to include any matters raised by plot holders

- Fence – Daisy Hill P11
- Fence at Cross Lane (Parkside)

26. Vacant Allotments – An update regarding the number of vacant allotments.

27. Waiting lists – An update on the number of applicants on the waiting list.

28. Inspections – to provide updates on inspections and confirm dates.

29. Orchard – asbestos removal

30. Representatives Reports – Information to be provided from Cross Lane, Daisy Hill, and, if available, New Hill allotments.

31. Application for Buildings – to discuss and approve any applications.

32. Allotment Bank Account – to note the report (attached).

33. Date and time of next meeting – The next meeting is to be held on Wednesday, 2nd December 2026.

Signed: *C. Dixon*
Clerk to the Council



SACRISTON PARISH ALLOTMENT ASSOCIATION

Minutes of the meeting held on 1st June 2026 at 6.30 pm The Fulforth Centre

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

Item No:

- 1. Welcome and Apologies for Absence** - The Chair opened the meeting at 6.30 pm and welcomed everyone.
RESOLVED: To **NOTE** there were no apologies for absence.
- 2. Declarations of Interest**
RESOLVED: To **NOTE** there were no declarations of interest.
- 3. Public Participation**
RESOLVED: There were no members of the public in attendance.
- 4. Approval of Minutes**
RESOLVED: To **APPROVE** the minutes of the meeting held on 2nd March 2026 as a true and accurate record, and for the Chair to sign them accordingly.
- 5. Gates/Boundary Fencing**
Cllr Page confirmed that there had been a complaint regarding the fence near to Parkside.
RESOLVED: To **APPROVE** Cllr Mickle and Cllr Dixon to inspect the fence.
- 6. Treasurer's Report**
RESOLVED: 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)
- 7. Tenancy Agreements**
RESOLVED: To **NOTE** the update provided by the clerk.
- 8. Annual Rent**
RESOLVED: To **NOTE** the update.
- 9. Water Rates**
RESOLVED: To **NOTE** the update.

10. Matters Arising

Inspections required carrying out.

RESOLVED: To **APPROVE** the dates of inspections as being 13th June 2026. Daisy Hill Inspections at 9.30am and Cross Lane at 10.30am.

11. Vacant Allotments

Vacant Plots Cross Lane: P7, P17, P18

Daisy Hill: DH11

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

12. Waiting Lists

Currently, there are 2 applicants on the waiting list for Cross Lane.

There are 0 applicants on the list for Daisy Hill.

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

13. Orchard

RESOLVED: Cllr Sharp has moved the asbestos away from the fence of DH5. To **APPROVE** the clerk to obtain quotations for its removal.

14. Representative Reports

Cross Lane – Tap needs fitting in row C. D8 has been provided with a verbal warning from Cllr Mickle. The bottom gate lock has now been changed as rubbish was being tipped. Only Cllr Mickle and Cllr Dixon have a key.

Daisy Hill – Cllr Sharp provided a gate key to DH12. DH11 has been covered with tarpaulin due to it being vacant.

New Hill – The clerk is unaware of Chair of New Hills details.

RESOLVED: To **NOTE** the information.

15. Application for Buildings

RESOLVED: To **NOTE** there was nothing to report.

16. Date and Time of Next Meeting

RESOLVED: To **APPROVE** the allotment meeting to be held on Monday 7th September at 6.30 pm

Meeting Closed at 18.59 pm

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

Date

Agenda Item 22 - Treasurer's Report

Financial Summary

- **Bank Account Balance:** £4894.59
- **Cash in Hand:** £110.84
- **Gate Key Deposit Allocation:** £760.00

Total Available Funds: £4245.43

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

Agenda Item 23 – Invoice

Invoice received from K Greathead regarding the fitting of new taps at Cross Lane.

Agenda Item 24 - Water Rates Summary

- Daisy Hill Allotments: £3.53 (credit)
 - Cross Lane Allotments: £761.78 (In debit)
-

Agenda Item 28

Asbestos Removal

25th August 2026

The Clerk has attempted to obtain quotations for the removal of asbestos.

The clerk tried to obtain 3 quotations however, the only company that a response has been received from is Greenfield Removals.

They have advised that for the removal and all certification the cost would be £800 plus VAT.

The allotment committee is to consider the above and to: -

- a) Approve the quotation
- b) Advise the clerk to seek further quotations.

Agenda Item 32

Allotment Association Bank Account

26th August 2026

Forms have been completed and signed by the Clerk and Cllr Dixon as signatories on the account.

The form has been forwarded to Lloyd's Banking. It has been requested that the balance of the account is paid into the Parish Councils bank account.

Recommendation

To note the above information.