



YNYSADRE COMMUNITY COUNCIL CYNGOR CYMUNEDD YNYSADRE

Draft Minutes of the Allotment Committee Meeting held on March 3, 2026, at Ynysawdre Parish Hall

Agenda Item: 1 Minute: 19/25-26 – Legal Requirements of the Community Council including Costs

NAS has stated that the role of the Community Council with regard to allotments is purely to provide the land regardless of its condition. By undertaking the tenancy agreement, the tenant has agreed to undertake all works required at their own cost.

However, the community council has done its utmost to assist in the improvement of the allotments over the past year. The original allocated budget for this works was £3000. The spend has now increased to over £4000 (currently a tenth of the annual precept) without the costs for addressing the issue with the flooding at Bryn Rd.

Additionally, the rent for the allotments should cover the required works the Council undertake – as the tenancy agreement states the only work the council has agreed to undertake for the tenant is the maintenance of the boundary fencing/hedging.

Resolved: During the next financial year, the Clerk will be obtaining 3 quotes for the work, and the rent will be adjusted accordingly. Legally the Council should not make any profit from the allotment tenancy nor any financial loss. The rent will remain the same for the financial year 2026-2027

Agenda Item 2: Minute: 20/25-26 – Matters Arising from the December Meeting

Safety requirements for children on allotments – information shared with the meeting papers – the information regarding safety is in the middle of the sheet.

Queen St Allotments – the quote for the additional work to be carried out at the Queen St Allotments was approved at the January OGM – the contractor has been contacted to undertake this work but has yet not given a date when it will be completed.

Removal of rubbish at Plot 5/6/7 Bryn Rd

The contractor stated that the work was undertaken on December 10 and has received payment for such.

It has been confirmed by the allotment tenants at Plot 5/6/7 Bryn Rd that the rubbish removal has not been completed (photographic evidence of which has been provided to the Council) additionally the holder of Plot 7 was on the plot at the time the contractor undertook the work. When questioned by the tenant of Plot 7, the contractor stated he would return to complete the work.



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Resolved: The Clerk will continue to chase a date for the work to be undertaken on the Queen St Allotments.

Cllr. Nicholls will contact the waste removal contractor to request the work be completed asap

The Clerk will obtain quotes from different waste disposal contractors to undertake the waste removal at the Queen St Allotments

Agenda Item: 3 – Minute 21/25-26 – Flooding

Information from the previous OGM of YCC was circulated with the meeting papers – where the issue has been discussed in length

An advice sheet from NAS was circulated with the meeting papers.

The Clerk is trying to obtain additional quotes and advice on how to deal with this ongoing issue.

The Clerk has written to National Rail with regards to clearing their drainage culverts – they require photos of the overgrown area which are in the process of being obtained.

Due to the substantial costs to install a French drain it has been categorically agreed that YCC are unable to finance this. One of the allotment holders stated that the original French drain at Plot 14 Bryn Rd was installed by Ewenny Landscapes. There are no documents available to the Clerk to provide evidence of installation and compliance.

The other tenants at the Bryn Rd Allotments have banded together and agreed to undertake the labour if the council can obtain topsoil to level Plot 14 which would also alleviate the necessity of obtaining additional quotes and hopefully, action can be taken quicker.

It was confirmed that the gulleys along Bryn Rd had been cleared.

There is an additional issue of two houses having inadequate down-pipes which is causing a large amount of run off to accumulate along the lane/allotments.

Resolved: The Clerk will obtain quotes for topsoil to include delivery prior to the next full council meeting on March 17

The Clerk will seek advice on how to address the issue of down pipes on residents housing creating issues for the allotment holders.

The Clerk will contact Ewenny Landscapes to enquire if they still have any paperwork relating to the French Drain at Plot 14 Bryn Rd.

Agenda Item: 4 - Minute: 22/25-26 – Security Signage plus Fencing



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The signage has been purchased – Cllr Nicholls will be installing
The green fencing from Queen St – Carl has kindly offered to plot 18 Bryn Rd still needs to be moved from Queen St to Bryn Rd and then installed.
All incidents of anti-social behaviour have to be reported to 101 either online or by telephone.

Resolved: The fencing is being moved on March 4. The signage will be installed as soon as able.

Agenda Item: 5 - Minute: 23/25-26 - Risk Assessments

It has been confirmed that Risk Assessments are required for the allotments. These documents will be an umbrella document to cover all the allotments and is not required as an individual document for each specific allotment.
The risk assessments will be carried out at the same time as the allotment inspections going forward.

Resolved: The Clerk will produce a risk assessment document to be presented to Full Council for approval.

Agenda Item: 6 - Minute: 24/25-26 – How to receive information and updates

Any items discussed and requiring approval have to be discussed at full council meetings – details of these discussions are included in the minutes of the meetings which are uploaded to the website during the week following the meeting.
Website link to the minutes of the meetings has been sent via email.

Resolved: The Clerk will also send the link to the minutes to Cllr Nicholls on WhatsApp to forward to the Allotment WhatsApp Group

Additional Items to Note – Permission has been given for sheds to be installed Plot 10 & Plot 12 Bryn Rd
Permission has been given for a greenhouse to be installed on Plot 4 Queen St – this is a replacement structure

Agenda Item: 8 – Minute: 25/25/26 - Agenda Items for the June Allotment Committee Meeting

Beekeeping Update
Partnerships with local farmers/joineries for manure/wood chippings etc

The meeting closed at 19:26

The next meeting of the Allotment Committee will take place on June 2, 2026, at 18:30 in Ynysawdre Parish Hall.



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Signed
Chair of the Council
Date: 17 March 2026