

ASHFIELD DISTRICT COUNCIL: OFFICER DECISION RECORD

Please use this form to record those executive decisions which are taken by officers and are **not** designated as 'Key Decisions' – or in other words those decisions which are **not** included in the Forward Plan. There is a separate form for recording Key Decisions.

You should also use this form to record decisions about those functions which are reserved to the Council or to its committees. The Constitution explains what these reserved functions are and who is responsible for them.

1. Title/Subject Matter:

Amendments to Fees and Charges – Allotments 2025/26 financial year.

2. Decision Reference Number:

3. Decision Taken:

Approve the revised fees and charges for Allotments for 2025/26 with effect from 1 April 2025. As set out below.

4. Reasons for the decision:

The Council provides, manages, and maintains 17 allotment sites which contain approximately 664 plots, mainly in the urban areas of Kirkby, Sutton and Hucknall. Ashfield District Council are committed to providing facilities for healthy outdoor living combined with activities that bring together communities and organisations to improve public health and community relations. The use, provision and maintenance of allotments form an important part of this policy.

It is standard procedure to review annually the fees and charges for allotment plots, to respond to market forces and generate revenue. 12 months' notice needs to be allowed for these proposals, such that they will come into effect for the 2025-2026 financial year from 1st April 2025.

The allotment fees have not been increased since the 2022/23 financial year. To maintain our competitive rates, yet still provide a viable income from the allotment

facilities which provide monies for investment into these facilities the following charges are proposed:

	Current 2024/2025	Proposal 2025/2026
Per 100m2 with water	£20.62 0% increase	£23.71 15% increase
Per 100m2 without water	£14.89 0% increase	£17.12 15% increase.

5. Alternative options considered / rejected:

Not to increase the fees and charges for the lease of the Councils allotment plots.
/ Rejected.

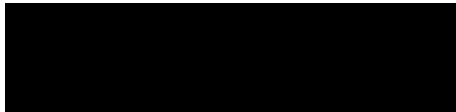
6. Implications:

Legal – Section 10 of the Allotments Act 1950 provides for rents to be charged for allotments let by local authorities. The Council must follow certain procedures if it wishes to change the rent payable including that it must give one year’s notice. [LE 29.02.24]

Finance – This is in line with increases in running costs incurred over the last two years. [SB 27.02.24]

HR – There are no HR implications wit this proposal [NM 26/2/24]

Name / Title of the officer taking the decision:

Name:	Paul Parkinson Executive Director Operations 
Date:	29/02/24

Use your own name and title. Do not ‘pp’ for a more senior officer who has asked you to take the decision.

Name/Title of the relevant Executive Lead Member consulted (if appropriate)

Name:	
Date:	

(This decision is not subject to call-in and is circulated for information only).

If a Cabinet Member has a conflict of interest relating to this decision, then this should be declared and a request for dispensation will be considered.

Name/Title of the relevant Committee Chairman consulted (if appropriate)

Name:	
Date:	

(For non-Executive/Council side function decisions)

The completed form should be emailed to any member of the Democratic Services Team:

- democratic.services@ashfield.gov.uk

They will arrange for it to be published on the Council's website.

EXEMPT OR CONFIDENTIAL BACKGROUND INFORMATION IN SUPPORT OF THE DECISION

Use this section to share any confidential information that would not be published or placed on the Council's website.

The information will only be shared within the Authority, as appropriate.

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Further support or guidance

Please contact:

Ruth Dennis, Executive Director of Governance and Monitoring Officer

email: Ruth.Dennis@ashfield.gov.uk

or any member of the Democratic Services Team.