

Melksham Town Council

Minutes of the Community Allotment Working Group

Held at Melksham Town Hall on Tuesday 26 May 2026

PRESENT: Councillor J Westbrook Chair
Councillor P Ave
Councillor A Westbrook
Councillor A Whitlock

IN ATTENDANCE

OFFICERS Dave Elms Amenities Manager
Andrew Meacham Committee Clerk

1/26 Apologies

All group members were present. It was noted that Bridie Hanraads was unable to attend.

2/26 Declaration of Interest

There were no declarations of interest.

3/26 Minutes

The minutes of 28 April 2026, having been previously circulated, were approved as a correct record and signed by the Chair Councillor J Westbrook.

4/26 Update and Next Steps

The Amenities Manager advised that he had not yet received any quotes.

Members discussed future actions and suggestions.

Suggestions:-

Hand Tools

- Campaign for donations of hand tools

Archway

- "Welcome to Community Allotment"
- Would resident who offered to make planter make one?

Decoration for Archway.

- Hand-prints of children on tiles in acrylic paint, then varnished.
- Contact local company to ask if would donate tiles as sponsorship.
- Printing could take place at Food & River Festival.

Promotion

- Sustained and repeated campaign
- Leaflet available at Food & River Festival with QR code linking to info page
- Time lapse video of creation of Community Allotment
- Design a vegetable garden competition for children
- Design a scarecrow competition for children

Actions:-

- Obtain quotes and get them to Bride by Friday, ready for Community Conversations meeting next Monday.
- Contact local company about tile donation/sponsorship
- Contact local resident about Archway
- CEO to arrange for a comms plan – volunteers, tools, promotion.
Communications and Marketing Officer to be asked to present at next meeting.

Next Meeting

Tuesday 23 June 2026 at 6pm, to include comms plan, management committee and confirmation of “tools in the ground” date.

Meeting closed at:

Signed

Dated