
Agenda Item: Provision of Additional Sheds at Windrush Place Allotments

Meeting Date: 13 July 2026

Contact Officer: Operations Manager

The purpose of this report is to consider the provision of two additional sheds at Windrush Place Allotments following the subdivision of existing plots.

Background

Witney Town Council owns the allotment sites at Lakeside, Hailey Road, Newland and Windrush Place, which are managed on a day-to-day basis by the Witney Allotment Association.

Windrush Place was opened in 2021 and comprises approximately 55 plots. The original development included the provision of sheds across the site.

The current request has arisen following the subdivision of two larger plots (Plots 30b and 31b) to create additional allotment capacity. The newly created plots do not currently benefit from shed provision.

A site inspection was undertaken by the Operations Manager and Biodiversity & Green Spaces Officer on 24 June 2026 to assess the proposed locations, existing structures and site conditions.

Current Situation

The Witney Allotment Association obtained three quotations for 6' x 4' sheds:

Option	Cost
Tiger Shiplap Pent Shed	£461.99
Forest 4Life Pent Shed	£334.99
Forest 4Life Windowless Apex Shed	£328.99

The site inspection identified that existing sheds are predominantly overlap timber construction and generally comparable to the Forest 4Life range. Existing sheds are typically installed on compacted hardcore bases contained within timber edging.

Having regard to value for money, consistency with existing site infrastructure and suitability for allotment use, the **Forest 4Life Windowless Apex Shed** is considered the preferred option.

It is recommended that any sheds supplied by the Council are installed on a suitable base consistent with the existing site standard. Installation would be undertaken by the Council's Works Team during Autumn 2026, subject to operational priorities and delivery lead times.

Corporate Strategy

The Council's Strategic Plan 2025–29 sets out the Council's long-term priorities and direction, supporting its mission to 'make Witney a great place to live, work and visit.' This report contributes to the delivery of the following strategic pillar of the plan:

2. An Engaged & Supported Community

Impact Assessments

The Town Council has a duty to consider the effects of its decisions, functions and activities on equality, biodiversity, and crime & disorder. Consideration should also be given to effects on the environment, given the Council's Climate Emergency declaration in 2019.

- a) Equality - – No adverse impacts identified
- b) Biodiversity - No adverse impacts identified.
- c) Crime & Disorder - The windowless shed design is appropriate for an allotment setting.
- d) Environment & Climate Emergency - Supports community food growing and sustainable lifestyles.

Risk

The principal risk is premature deterioration if sheds are installed on unsuitable ground. This is mitigated by ensuring installation is undertaken on a suitable base consistent with existing site standards.

Social Value

The proposal supports increased access to allotments, helping to reduce waiting list pressures and encourage community participation, wellbeing and local food growing.

Financial implications

The recommended option is:

- Forest 4Life Windowless Apex Shed
- Estimated Unit Cost: £328.99
- Estimated Total Cost for Two Sheds: £657.98

The Council retains an EMR for allotments where the sheds may be funded from.

Recommendations

Member are invited to note the report and consider;

1. The request to fund two new sheds at Windrush Place allotments.