

Date: 6th June 2025 To: All Councillors From: Parish Clerk

Report to Council: **Request to Temporarily Block Access Track**

**Purpose**

To inform Council of a request received from the resident of 98 Main Street seeking permission to temporarily obstruct the access track adjacent to their property—commonly known as the track to the Top Allotments—in order to carry out external repair and repainting works to the side wall of their house. This report sets out the context, implications, and proposed response.

**Background**

* The property at 98 Main Street shares a boundary with the access track leading to the Top Allotments.
* The resident has reported that the render on the side of their house is cracked and falling away and is therefore in need of repair and repainting.
* To carry out these works safely, the resident advises that they will likely require the use of long ladders or a scaffold tower, necessitating a temporary obstruction of the access track.
* The resident estimates the work will take approximately 2 to 3 days and has indicated willingness to carry out the work overnight or take other measures to minimise disruption.

**Legal and Practical Considerations**

* The access track is subject to agreements with multiple residents who have paid for access rights. These users rely on unimpeded access for day-to-day activities, including access to allotments and rear property entrances.
* The Council holds a management responsibility for the track and must ensure fair and consistent access is maintained in line with existing agreements.
* There is currently no formal procedure in place for handling temporary obstructions to the track.

**Key Considerations for Council**

* Access Rights: Ensure the request does not unduly restrict the rights of other residents who have paid for access.
* Notification and Consultation: Affected residents should be notified in advance and given the opportunity to raise any concerns.
* Duration and Timing: The proposed duration (2–3 days) is relatively short; however, consideration should be given to scheduling works during periods of minimal use.
* Safety and Liability: The resident should be required to take appropriate safety measures and hold relevant insurance for the duration of the obstruction.
* Restoration: The track must be returned to its original condition after the work is complete.
* Temporary Permission: A formal written agreement should be issued, outlining the permitted timeframe, conditions, and responsibilities.

**Recommendations**

That Council:

1. Notes the request from the resident of 98 Main Street to temporarily obstruct the access track for property maintenance.
2. Agrees in principle to permit the temporary obstruction, subject to the following conditions:
	* The resident provides confirmed dates and duration of the works.
	* All affected users of the track are notified in writing and given a minimum of 5 working days to respond.
	* A temporary access agreement is signed by the resident, including terms covering safety, liability, and restoration of access.

**Appendices:**

* Appendix A – Resident’s Email Request
* Appendix B – Photograph Submitted by Resident

**Appendix A**

**Hi Jo**

**Thanks again for helping the band out and letting us rehearse. Can I ask you about another matter?**

**We live at 98 Main Street and down the side of our house is a track to the rear allotments – often called the Top allotments. See attached photo.**

**The side of our house has some render on it which is cracking and starting to fall off.**

**So ideally we would like to repair and repaint.**

**This would mean blocking the track though as we would likely need to long ladders or scaffold tower etc.**

**I have not spoken to a Painter yet but I imagine it will take 2 or 3 days.**

**Can I ask the council how we go about this?**

**I could ask for it to be done overnights to minimise disruption?**

**Any guidance appreciated.**

**Thanks**

**Appendix B**

