

ALLOTMENTS COMMITTEE **Wednesday 5th December 2018 at 6.00 pm**

PUBLIC NOTICE OF MEETING AND AGENDA AS CIRCULATED TO ALL MEMBERS OF CHARLTON KINGS PARISH COUNCIL

Membership: Cllrs Meadows (Chairman), Jarrett, Palmer and Williams

Allotment Site Representatives: Dr John Brooks (Ryeworth), Mr Maurice Febry (Sappercombe)

You are hereby summoned to a meeting of the Parish Council Allotments Committee to be held in the Conference Room, Stanton Suite, Church Piece, Charlton Kings on Wednesday 5th December 2018 at 6.00pm.

Mrs Joanna Noles
Clerk to the Parish Council
29th November 2018

Members of the public are welcome to address the Committee in the public session from 6.00pm until 6.10pm. Questions not notified prior to the meeting may require a written response.

AGENDA

- 17/18/19 Recording and filming of meetings** The Chairman will ask all those present if any member of the public is intending to record or film the meeting.
- 18/18/19 Apologies** to be received.
- 19/18/19 Declarations of interest** To receive declarations of interest in respect of any agenda items below (Localism Act 2011)
- 20/18/19 Minutes of previous meeting** To approve the minutes of the meeting held on 8th October 2018 (previously circulated)
- 21/18/19 Allotment Committee Terms of Reference** To ratify agreement of Terms of Reference which were circulated to Committee members prior to the Full Council meeting on 26th November 2018
- 22/18/19 Reports from Site Representatives** To receive reports from the ASRs for Ryeworth and Sappercombe.
- 23/18/19 Plot inspections** To report on the inspections carried out in October and actions taken.
- 24/18/19 Vacant plots** To report on the current position on waiting lists and vacant plots.

- 25/18/19** **Easy Access Allotment Plot** To consider tenders received to undertake this project
- 26/18/19** **Action Plan and Budget 2019/20** To consider Action Plan and budget requirements for 2019/20 and to agree the plot rental with effect from 1st April 2019.
- 27/18/19** **Allotment Maintenance Tasks** To review the list of maintenance tasks and prioritise those for 2018
- 28/18/19** **Allotment Competition 2019** To consider lessons learned from the 2018 Competition
- 29/18/19** **Any other business** To report on any other matters for information.

Please be aware that this meeting may be filmed or recorded.

Date of next meeting: Monday 11th February 2019 at 6.00 pm