

# Charlton Kings Parish Council

26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

## ALLOTMENTS COMMITTEE

Thursday 12th December 2019 at 7.00pm

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

**Membership:** Cllrs Palmer (Chairman), Williams, Holt

**Allotment Site Representatives:** Dr John Brooks (Ryeworth), Ms Michelle Kirby (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 **Thursday 12<sup>th</sup> December 2019** at **7.00pm**.

Mrs Joanna Noles  
Clerk to the Parish Council  
05/12/2019

Members of the public are welcome to address the Committee in the public session from 7.00pm until 7.10pm. Questions not notified prior to the meeting may require a written response.

#### AGENDA

- 17/19/20**      **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.
- 18/19/20**      **Apologies** to be received.
- 19/19/20**      **Declarations of Interest** To receive declarations of interest in respect of the agenda items below (Localism Act 2011).
- 20/19/20**      **Minutes of previous meeting** To approve the minutes of the meeting held on the 14<sup>th</sup> October 2019 (previously circulated).
- 21/19/20**      **Reports from Site Representatives** To receive reports from the ASRs for Ryeworth and Sappercombe.
- 22/19/20**      **Vacant plots** To report on the current position on waiting lists and vacant plots

- 23/19/20**     **Easy Access Allotment Plot** To report on any progress with the Sappercombe Easy Access Plot project
- 24/19/20**     **Haver Community Orchard** To report on the Haver Tree Planting event which took place on Saturday 30<sup>th</sup> November
- 25/19/20**     **Tenancy documentation** To agree revision of Allotment Tenancy Terms and Conditions
- 26/19/20**     **Committee Meeting Schedule** To discuss draft agendas and timetabling of committee meetings in 2020/2021
- 27/19/20**     **Security review** To review site security measures
- 28/19/20**     **Action Plan 2019/20** To report on progress made with the Action Plan for the current year and on the current budget position.
- 29/19/20**     **Projects for 2020/21** To report on projects for 2020/21 and their budget implications.
- 30/19/20**     **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: Thursday 6<sup>th</sup> February 2020 at 7.00pm