

ALLOTMENTS COMMITTEE

Thursday 24th February 2022 at 7.00pm

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

Membership: Cllrs Palmer (Chairman), Cockwill, Hawkins, Holt and Williams

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 **Stanton Hall**, Stanton Suite, Church Piece, Charlton Kings, on **Thursday 24th February 2022** at **7.00pm**.

Mrs Joanna Noles
Clerk to the Parish Council
17/02/22

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

- 31/21/22** **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.
- 32/21/22** **Apologies** to be received.
- 33/21/22** **Declarations of Interest** To receive declarations of interest in respect of the agenda items below (Localism Act 2011).
- 34/21/22** **Minutes of previous meeting** To approve the minutes of the meeting held on the 11th October 2021 (previously circulated).
- 35/21/22** **Reports from Site Representatives** To receive reports from the ASRs for Ryeworth, Haver and Sappercombe.
- 36/21/22** **Plot inspections** To report on the follow up plot inspections which took place in January.
- 37/21/22** **Vacant plots** To report on the current position on waiting lists and vacant plots.

- 38/21/22 Invoices 2022/23** To confirm the previously agreed plot and water charge for 2022/23 and to agree the enclosures for the invoice mailing. Suggested items for inclusion are;
- Reminder of bonfire rules
 - The future of the annual competition
 - Reminder of pond rules and need for barriers
 - Clarification on the use of plastic sheeting
 - Reporting of ASB, theft and intrusions to police
 - Future rent increase
- 39/21/22 Grass Cutting Contract** To consider arrangements for renewal of the grass and hedge cutting contract for 2022/23.
- 40/21/22 Tenancy documentation** To agree revision of the Allotment Tenancy Rules and Conditions booklet.
- 41/21/22 Allotment charges** To discuss and agree plot rent and water charges for 2023/24 and confirm arrangements for taking end of season meter readings.
- 42/21/22 Action Plan and Recurrent Maintenance Work Schedule 21/22** To report on progress made with the Action Plan and Recurrent Work schedule for the current year and on the current budget position.
- 43/21/22 Action Plan and Recurrent Maintenance Work Schedule 22/23** To report on the Budget Action Plan and agree the Recurrent Work schedule for next year.
- 44/21/22 Projects for 2022/23** To report on projects for the following year and their budget implications.
- 45/21/22 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: TBC July 2022