

Charlton Kings Parish Council

26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

ALLOTMENTS COMMITTEE

Thursday 20th October 2022 at 7.00pm

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

Membership: Cllrs Hawkins (Chairman), Cockwill, Honeywill, Morton and Palmer

Allotment Site Representatives: Dr John Brooks (Ryeworth), Ms Michelle Kirby (Ryeworth)
Mr Maurice Febry (Sappercombe), Cllr Alan Hawkins (Haver)

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 20th October 2022** at **7.00pm**.

Mrs Joanna Noles
Clerk to the Parish Council
13/10/2022

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

- 15/22/23** **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.
- 16/22/23** **Apologies** to be received.
- 17/22/23** **Declarations of Interest** To receive declarations of interest in respect of the agenda items below (Localism Act 2011).
- 18/22/23** **Public session** The Chair will ask members of the public if they wish to address the Council in the public session.
- 19/22/23** **Issues raised by members of the public in advance of the meeting**
- 20/22/23** **Minutes of previous meeting** To approve the minutes of the meeting held on 12th July 2022 (previously circulated).

- 21/22/23** **Reports from Site Representatives** To receive reports from the ASRs for Ryeworth, Haver and Sappercombe.
- 22/22/23** **Plot inspections** To discuss and agree the plot inspections calendar going forward.
- 23/22/23** **Vacant plots** To report on the current position on waiting lists and vacant plots.
- 24/22/23** **Update on recent site matters** To report on any updates regarding the following matters;
- Fly tipping on perimeter of Sappercombe allotments site
 - Site intrusion and vandalism
 - Tree inspections
- 25/22/23** **Allotments Competition** To review the 2022 competition and to approve the cancellation of the annual competition going forward.
- 26/22/23** **Health & Safety documentation** To review Health and Safety leaflet and approve any amendments as required.
- 27/22/23** **Allotment charges** To confirm that the previously approved 10% increase in plot rent and water charges for 2023/24 will be applied.
- 28/22/23** **Action Plan and Recurrent Maintenance Work Schedule 2022/23** To report on progress made with the Action Plan and Recurrent Work schedule for the current year and on the current budget position.
- 29/22/23** **Projects for 2023/24** To report on and agree projects to be pursued in 2023/24 and approve their budget implications, including;
- Line wire fencing at key wildlife access points on Ryeworth and Haver sites
 - Plot clearance
 - Replacement plot markers
- 30/22/23** **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 23rd February 2023 at 7.00pm