

Charlton Kings Parish Council

26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

ALLOTMENTS COMMITTEE

Thursday 23rd July 2020 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 virtual meeting of the Parish Council Allotments Committee on
Thursday 23rd July 2020 at 7.00pm.

NB: This meeting is allowable under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4th April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

Mrs Joanna Noles
Clerk to the Parish Council
15/07/2020

How to access the meeting - Members of the public who want to attend the virtual meeting should contact the office on administrativeofficer@charltonkingsparishcouncil.gov.uk ideally by 12.00 noon on 23rd July 2020 to request an invitation. Invitations will not be issued to members of the public after the start of the meeting.

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

- 01/20/21** **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.
- 02/20/21** **Apologies** to be received.

- 03/20/21** **Declarations of Interest** To receive declarations of interest in respect of the agenda items below (Localism Act 2011).
- 04/20/21** **Minutes of previous meeting** To approve the minutes of the meeting held on the 6th February 2020 (previously circulated).
- 05/20/21** **Terms of Reference** To review and agree the Committee’s Terms of Reference
- 06/20/21** **Action Plan and Recurrent Maintenance Work** To review the Action Plan for 2020/21 and the recurrent maintenance work timetable.
- 07/20/21** **Reports from Site Representatives** To receive reports from the ASRs for Ryeworth and Sappercombe.
- 08/20/21** **Allotment Competition** To report on the cancellation of the 2020 competition
- 09/20/21** **Plot Inspections** To report on the plan to reschedule plot inspections following their postponement in June due to the Coronavirus crisis.
- 10/20/21** **Coronavirus Emergency Measures** To update on the current measures in place on allotment sites in response to the Coronavirus crisis.
- 11/20/21** **Vacant plots** To report on the current position on waiting lists and vacant plots
- 12/20/21** **Update on current projects** To report on any progress with the following projects:
- Sappercombe Easy Access Plot
 - Croft Fencing
 - Ryeworth Drainage Ditch
 - Ryeworth Path Stabilisation
 - Ryeworth Plot 40 bank stabilisation
- 13/20/21** **Recent Site issues** To discuss a number of issues that have been reported at the Ryeworth and Haver allotments over the lockdown period, including water supply, damage from wild animals and the request to install a First Aid kit on site
- 14/20/21** **Any other business** To report on any other matters for information.

Date of next meeting: Monday 12th October 2020 at 7.00pm