



ALLOTMENTS COMMITTEE

Members: Committee Chairman - Cllr J Middleton
Committee Vice Chairman – Cllr B Hatch
Cllrs Fone, Hale, Hill, O'Brien & Norton-Sealey
Tenants' Reps: W Rowlinson & J Pilsworth (ML) A Cunningham
(HA), J Clark (VR), A Stephens (CH), S Murtagh (WA) &
C Robinson (CEM)

Dear Member

20 July 2017

You are hereby summoned to attend the **Allotments Committee** meeting of Clevedon Town Council which will be held in the Committee Room, 44 Old Street, and Clevedon on **Monday 24 July 2017 at 7.30pm**

Signed Ms P J Heath, MILCM
Town Clerk

PUBLIC PARTICIPATION - Not exceeding 20 minutes, with no more than 5 minutes per individual, dependent on the number wishing to speak, for members of the public to make comment or ask questions.

AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest for items on the agenda
3. To receive the minutes of the Allotments Committee meeting held on 12 June 2017
4. To receive the notes from the Special Allotment Committee meeting held on 12 July 2017
5. To discuss and decide whether to issue a final determination letter to plot no. ML5B
6. To receive the Financial report of the Allotments Committee Accounts
7. To discuss and agree to the allowance of £250.00 to pay for Best Garden Award prizes, stamps for annual invoices and sundries for the Annual Tenant Meeting in October 2017
8. To receive Site Maintenance Reports from Tenant Representatives for information and to receive updates on actions from 12 June 2017 meeting
 - 8.1 Moor Lane
 - 8.2 Highdale Avenue
 - 8.3 Victoria Road
 - 8.4 Westbourne Avenue
 - 8.5 Church Hill
 - 8.6 Cemetery
9. To discuss and agree with those Tenants on a six monthly Tenancy agreement and whether a full tenancy agreement can be awarded
10. To receive further support from Committee members for manning the show stand at the Flower Show
11. To receive confirmation of the speaker at the Annual Tenant Meeting in October 2017
12. To receive the completed forms for the second round of judging of the allotments in July 2017
13. To agree the proposed Allotment Committee meeting dates for 2018
14. To receive tenant requests – CH100A & B to be restored as one plot, 5.00 perch - ML55 – to construct a temporary 6'x4' plastic greenhouse on a 4.00 perch plot.
15. To receive any items reporting to Allotment watch
16. To note the following information
 - 16.1 Termination of Tenancy –
 - 16.2 Allocation of Tenancy – ML28B & HA65A
 - 16.3 Waiting List - 69 @ 13 July 2017
 - 16.4 Still to allocate – CEM156
17. Chairman Items for information only
18. To determine Part I and Part II items.

Members are reminded they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.

Members are reminded that under Standing Orders they are required to switch their mobile phones/devices off.