



ALLOTMENTS COMMITTEE

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

Dear Member

06 December 2016

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 14 November 2016 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 minutes of the Allotments Committee meeting held on 12 September 2016
4. To receive the Financial report of the Allotments Committee Accounts – to follow
5. To receive Site Maintenance Reports from Tenant Representatives for information and to receive updates on actions from 12 September 2016 meeting
 - 5.1 Moor Lane
 - 5.2 Highdale Avenue
 - 5.3 Victoria Road
 - 5.4 Westbourne Avenue
 - 5.5 Church Hill
 - 5.6 Cemetery
6. To discuss and agree with those Tenants on a six monthly Tenancy agreement and whether a full tenancy agreement can be awarded
7. To discuss and agree any actions following the results from the site Risk Assessments
8. To agree the budget for 2017/18 for future Allotment projects
9. To receive and discuss the new procedure for securing payment of the annual allotment invoices
10. To discuss and agree whether to refund holding and structure deposits to the following tenants – HA64A, VR76, VR78B, CH100A, CH113B, CEM145 & CEM156
11. To discuss the issues raised with the chickens on plot no. ML12
12. To discuss the weed spraying contract on the Moor Lane and Church Hill allotment sites
13. To receive any feedback from the Annual Tenant Meeting held on 10 October 2016
14. To discuss and agree the judging dates for the Best Garden Awards 2017
15. To receive tenant requests –
ML21 – 6’x4’ shed on a 5.00 perch plot
ML34 – 6’x4’ shed on a 5.00 perch plot
HA60 – to split the allotment garden vertically creating two 2.50 perch plots.
16. To receive any items reporting to Allotment watch

P.T.O.

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.

17. To note the following information
 - 17.1 Termination of Tenancy – ML5A, ML48B, HA59A, HA64A & CH100A
 - 17.2 Allocation of Tenancy – ML5A, ML24A, ML29, HA59A, HA64A, VR84A, VR88, CH112B, CH129 & CEM139
 - 17.3 Waiting List - 74 @ 7 November 2016
 - 17.4 Still to allocate – ML42, ML48B, ML55, HA63A, VR78B, CH100A, CH106 & CH113B
18. Chairman Items for information only – End of Termination inspections
19. To determine Part I and Part II items.

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