

WOODBURY PARISH COUNCIL
ALLOTMENTS COMMITTEE
FEBRUARY 2016

Dear Member

You are hereby required to attend a meeting of the above named Committee to be held in the Church Rooms, Woodbury on **Monday 22 February 2016 commencing at approximately 8.15pm or immediately following the PC Planning Meeting**. The business to be transacted at the meeting is set out below. Members of the public are welcome to attend this meeting.

A G E N D A

1. **MINUTES:** To receive and confirm as a correct record the Minutes of the proceedings of the Allotment Committee meeting held on 2 November 2015
2. **APOLOGIES FOR ABSENCE:** To receive any apologies for absence.
3. **DECLARATIONS OF INTEREST:** To receive any declarations of interest in any part of these proceedings.
Members and co-opted Members are reminded of their obligation to declare the existence and nature of any disclosable pecuniary interests they may have in any items to be considered at this meeting (under the Localism Act 2011 this means the interests of their spouse, civil partner or a person with whom they are living as husband and wife or a person with whom they are living as if they are civil partners) and to withdraw before any discussion takes place. Personal interests must also be disclosed. The nature of disclosable pecuniary interests must be stated and included in the minutes
4. **ACCOUNTS & FINANCES:** To receive the current financial report (**App A** – attached)
5. **CHAIRMAN’S REPORT:** To receive a report from the Chairman of this Committee
6. **WOODBURY ALLOTMENT SITE:**
 - a. Chairman to update members on the shed refurbishment and any remaining rubbish on site following provision of a skip for clearance
 - b. To consider amendment of the Allotment Agreement wording under clause 2g) to incorporate reference to “shed” and possible other amendments relating to fruit bushes and parking (**App B** – attached)
 - c. Assistant Clerk to report on any outstanding payments from 1 January 2016 and outstanding Agreements
 - d. To identify any untended or untidy plots with action as necessary
 - e. To discuss and vacant plots and to receive/note the current waiting list
7. **WOODBURY SALTERTON SITE:**
 - a. To discuss and agree the purchase of a communal shed following a £750 locality grant payment received from County Councillor Mrs Channon
 - b. Assistant Clerk to report on any outstanding payments from 1 January 2016 and outstanding Agreements
 - c. To identify and untended or untidy plots with action as necessary
 - d. To discuss and vacant plots and to receive/note the current waiting list

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8. **DATE OF NEXT MEETING:** To confirm the date of the next meeting currently arranged for Monday 19th September 2016

Signed

**Mrs Annette Evens
Assistant Clerk to the Council**