

CANEWDON PARISH COUNCIL

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Members of the Allotments Committee are hereby summoned to attend the online Allotments Committee Meeting on Wednesday 21st July 2021 at 7.00pm for the purpose of considering the following business. **Members of the press and public are welcome to attend, please contact the Clerk before 3pm on the day of the meeting to request access**

K Holland

Kelly Holland
Clerk to Canewdon Parish Council

15th July 2021

ALLOTMENTS COMMITTEE MEETING ON WEDNESDAY 21st JULY 2021 AT 7.00PM

AGENDA

1. **Apologies for absence**
2. **Minutes**
Recommendation to accept the minutes from the Committee meeting on 16th June 2021 (appendix 1).
3. **To receive member's declarations of interests and dispensations in items on the agenda.** *Requests for dispensations should be requested from the Clerk the day before the meeting.*
4. **Public participation session with respect to items on the agenda and other matter that are of mutual interest.** *There will be 15 minutes available for this session.*

FINANCE AND TENANCIES

5. **To note the current budgets for the allotments (appendix 2).**
6. **To note that there was one vacant plot, the Clerk was making contact with the next person on the waiting list to arrange a site visit.**

DECISION ITEMS

7. **To consider the request for stand pipes on site and the use of hoses.**
8. **To consider recommending changes to the tenancy agreement.**
9. **To consider the security of the allotment site.**
10. **To consider the update on the leak to the stop cock.**
11. **To make any necessary amendments to the grounds maintenance specification to allow the Clerk to source quotations for the works (appendix 3).**
12. **To consider the report from the Handyman (to be circulated at the meeting).**

13. To consider any issues reported by the members of the Committee.

FOR NOTING

14. To note any contact made by the Clerk (under delegated authority) with tenants who had not been tending their plots.

15. Items for the next agenda

16. Future meetings and events

The next online Allotments Committee Meeting is on Wednesday 15th September 2021.