



WITHAM ST HUGHS ALLOTMENT COMMITTEE MEETING AGENDA

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NOTICE IS HEREBY GIVEN that a meeting of Witham St Hughs Parish Council Allotment Committee will be held on Monday 24th July 2023 at 7pm, at the Allotment Plots (weather permitting), alternatively in the Village Hall.

Rachel Popplewell

Parish Clerk

19.07.2023.

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

Public Comment – 10 minutes are allowed for the public to make any comments or ask questions.

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.
3. Notes of the Allotment Committee meeting held on Monday 24th April 2023 to be approved as minutes.
4. To define a leavers Process/Policy for when allotment plots are vacated.
5. Update on plot holder issued with eviction notices and agree any further steps if required.
6. To set time scales for allotment plot inspections and subsequent meetings
7. Report from Liaison Officer.
8. Terms & Conditions - to discuss and to Resolve approve any amendments.
 - a. How legally binding are they if a tenant doesn't comply.
 - b. To discuss gate locking/unlocking protocol (T&C number 9b)
 - c. Fires on the Allotment (T&C 9u)
9. To discuss the renewal of the Lease Agreement.
10. Date & time of the next meetings