



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 27th November 2023 at 7pm, at the Village Hall.

Rachel Popplewell

Parish Clerk

22.11.2023

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 Wednesday 31st May 2023 to be approved as minutes.
4. Notes of the Allotment Committee meeting held on Monday 24th July 2023 to be approved as minutes.
5. To adopt a leavers Process/Policy for when allotment plots are to be vacated.
6. To set date for next allotment plot inspections.
7. Report from Liaison Officers.
8. To review the Terms & Conditions, and to approve any amendments.
 - a. To add Number 10d.
 - b. To remove 9u.
 - c. How legally binding are the Terms & Conditions if a tenant doesn't comply?.
9. To set the guidelines & review the Risk Assessment for using the incinerator at the allotments.



10. Remaining rubbish at the Allotments.

11. Date & time of the next meeting

27th November 2023 at 7pm.

The Allotment Committee will then move into Closed Session to consider the following.

1. Update on plot holders issued with eviction notices & warning letters from the August 2023 inspections.