MINUTES

**ALLOTMENT SUB COMMITTEE MEETING** held on Monday 16th May 2022.

Meeting opened at 6.30p.m.

**Present:** Councillor Mr P. Metcalfe (allotment subcommittee **Chairman**) and

**Councillors:** Mrs. P. Crathorne **(Council Chairman)** Mrs J. Grafton (allotment subcommittee Vice chairman), Mr. R. Vaughan.

**In attendance:** Mr D. Snowball (Parish Clerk)

**ASC- 33\_21/22 APPOINTMENT OF CHAIRMAN FOR THE MUNICIPAL YEAR 2022/2023**

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor Mrs J. Grafton that Councillor Mr P. Metcalfe be elected as Chairman of the Allotment Sub Committee. The proposal was unanimously agreed and

***RESOLVED:***

That Councillor Mr P. Metcalfe be elected as the Chairman of the Allotment Sub Committee for the Municipal Year 2022/2023.

**Councillor Mr P. Metcalfe took the chair for the meeting.**

**ASC- 34\_21/22 APPOINTMENT OF VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2022/2023**

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor Mr P. Metcalfe that Councillor Mrs J. Grafton be elected as Vice Chairman of the Allotment Sub Committee. The proposal was unanimously agreed and

***RESOLVED:***

That Councillor Mrs J. Grafton be elected as the Vice Chairman of the Allotment Sub Committee for the Municipal Year 2022/2023.

**ASC- 35\_21/22 APOLOGIES**

No apologies were provided.

Councillors Mrs M. Walker and Mr P. Mayew were not present.

**ASC- 36\_21/22 DECLARATIONS OF INTEREST**

The Chairman invited members who wished to do so to make declarations of interest in respect of items on the agenda for this meeting.

Councillors Mr P. Metcalf and Mrs J. Grafton declared an interest. They remained in the meeting and discussed and voted on matters.

**ASC- 37\_21/22 MEMBERS DISPENSATION**

The Clerk informed the meeting that there were no dispensations for this meeting.

***It was noted that there were no dispensations.***

**ASC- 38\_21/22 PUBLIC PARTICIPATION**

There were no members of public present for this meeting.

***It was noted that there were no members of public present.***

**ASC- 39\_21/22 MINUTES OF THE PREVIOUS MEETING**

Monday 21st March 2022

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor

Mrs J. Grafton and

***RESOLVED:***

That the minutes of the Allotment Subcommittee Meeting of Council held on Monday 21st March 2022 be approved as a correct record and signed by the Chairman at this meeting.

**ASC- 40\_21/22 ALLOTMENT SITE IMPROVEMENT TRACKER**

The Clerk updated the meeting on progress with the tracker items and that it was hoped to complete the draft Allotment Hand Book and Strategy for consideration before the end of this calendar year.

This was noted.

**ASC- 41\_21/22** **ALLOTMENT RENTS 2022/2023**

The Clerk provided a verbal update informing the meeting that there are 24 plots let with ten vacant. Following the recent dates for payment of rent there are four plots left unpaid for, plot numbers 2, 19, 28 and 33. Correspondence is being sent to the two individuals who are allocated the plots with a reminder for payment.

A revised site plan will be considered at the next meeting of the allotment sub

committee.

This was noted.

**ASC- 42\_21/22 NATIONAL ALLOTMENT SOCIETY MEMBERSHIP 2022/23**

The Clerk informed the meeting that the membership application had been submitted and accepted by the National Allotment Society and Cornforth Parish council is now a member.

The benefits of membership are access to initial legal advice, range of other issues including tenancy agreements, land disputes and health and safety as well as template documents. A quarterly newsletter is provided as well as ‘E’ news.

This was noted.

**ASC- 43\_21/22** **ALLOTMENT GATE LOCK KEYS**

The Clerk informed the meeting that the keys had been cut for the new gate lock and that there is a list to log all who receive a key for the lock.

This was noted.

**ASC- 44\_21/22** **DATE OF NEXT MEETING**

It was agreed that the date for the next meeting of the Allotment Subcommittee be;

**Monday 18th July 2022 at 6.30p.m.**

***Meeting closed at 7.30 p.m.***

Signed (Chairman):

Date: