Dear Councillor,



I Hereby Give You Notice that a meeting of the Allotment Sub-Committee will be held at **6.30pm** on **Monday 21st** March 2022 at **Cornforth Community Centre.**

Dated this 14th day of March 2022.



Derek Snowball - Clerk to the Council

AGENDA

1. APOLOGIES

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

2. DECLARATIONS OF INTEREST

To notify of any items that appear in the agenda in which you may have an interest, including those that have previously been recorded in the Members Register of Interests.

3. MEMBERS’ DISPENSATION

To consider written requests, submitted in writing to the Clerk prior to the meeting, for dispensations from members who have declared interests under Disclosable or Non-Disclosable Pecuniary Interests – Section 33 of the 2011 Localism Act.

4. PUBLIC PARTICIPATION

To deal with any questions, or brief representations, from members of the public in accordance with relevant legislation and Cornforth Parish Council Policy.

5. MINUTES OF THE PREVIOUS MEETING

Draft minutes reflect an accurate record of what transpired at that meeting and are put before this meeting for confirmation of accuracy and to consider, resolve to approve and to be signed by the Chairman.

held on; Monday 21st February 2022.

6. EARMARKED RESERVES FOR IMPROVEMENT PROJECTS ON THE ALLOTMENT SITE

To update the meeting on progress.

7. ALLOTMENT RENT 2023/24 - outcome from full council meeting.

 To confirm the decision on the rents for 2023/24.

8. RENT COLLECTION PROCESS FOR 2022.

 To receive details of the finalised process for collecting the rents.

9. ALLOTMENT SITE IMPROVEMENT TRACKER UPDATE

To receive an update from the Clerk on the progress of the actions from the allotment site tracker document.

10. NATIONAL ALLOTMENT SOCIETY MEMBERSHIP

 To receive an update on membership application

11. ALLOTMENT WATER USAGE MONITORING

 Monitoring usage of water 2022/23.

12. ALLOTMENT SUB COMMITTEE TERMS OF REFERENCE

 Annual Review, copy of current terms of reference attached.

13. AGREE THE DATE OF NEXT MEETING

To agree the date of the next meeting. Take into consideration the Easter Holiday period, Bank Holidays, Annual meeting of council and other meeting commitments.

Members of the Allotment Sub-Committee:

Councillors: Mr. P. Metcalf (Chairman)

Mrs. J. Grafton (Vice Chairman)

Mr. R. Vaughan

Mrs. M. Walker

Mrs. P. Crathorne