Dear Councillor,



I Hereby Give You Notice that a meeting of the Allotment Sub-Committee will be held at **6.30pm** on **Monday 17th October 2022** at **Cornforth Community Centre.**

Dated this 10th day of October 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 16th May 2022.

6. ALLOTMENT SITE IMPROVEMENT TRACKER UPDATE

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

7. ALLOTMENT STRATEGY 2023 - 2027

Receive, consider and agree the draft Allotment Strategy for 2023 – 2027 to submit to full council for approval.

8. UPDATED ALLOTMENT SITE PLAN

 To receive and agree the updated allotment site plan

9. WATER ANALYSIS – TO DATE

 To receive the analysis of the water usage April 2022 to August 31st 2022

10. NEW GATE KEYS FOR ALLOCATION TO PLOT HOLDERS

To consider and agree the process for the allocation of the new gate keys to current plot holders

11. 2022 RENT PAYMENTS UPDATE

 To receive an update from the Clerk and consider actions to be taken for unpaid rents.

Due to confidentiality and Data Protection adherence details on non-payment will be presented and discussed on the night of this meeting.

12. 2023 ALLOTMENT SUBCOMMITTEE MEETING SCHEDULE

To consider the schedule of the Allotment Subcommittee meetings to align with the budget setting process and five-year strategy action plan.

13. CORNFORTH PARTNERSHIP

Request for the vacant plot (12) adjacent to the community allotment plot (9) to use for families.

14. VACANT PLOT NOTICE

 Consider and agree the notice to be displayed on the vacant plots prior to preparing for

re-let.

15. AGREE THE DATE OF NEXT MEETING (2022)

To agree the date of the next meeting.

*Proposed: - Monday 21st November 2022 @ 6.30p.m.*

Members of the Allotment Sub-Committee:

Councillors: Mr. P. Metcalf (Chairman)

Mrs. J. Grafton (Vice Chairman)

Mr P. Mayew

Mr. R. Vaughan

Mrs. M. Walker

Mrs. P. Crathorne (Chairman of Council)