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

**Councillors:** Mrs. P. Crathorne **(Council Chairman);** Mrs J. Grafton (allotment subcommittee Vice Chairman);

Mr P. Mayew; Mrs M. Walker

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

**ASC- 01\_23/24** **APPOINTMENT OF CHAIRMAN FOR THE MUNICIPAL YEAR 2023/2024**

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

***RESOLVED:***

That Councillor Mr P. Metcalfe be elected as the Chairman of the Allotment Sub Committee for the Municipal Year 2023/2024.

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

**ASC- 02\_23/24 APPOINTMENT OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2023/2024**

To elect a Vice-Chairman for the Municipal Year 2023/2024.

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 2023/2024.

**ASC- 04\_23/24 APOLOGIES**

There were no apologies provided for this meeting.

*and the meeting noted this.*

Councillor Mr R. Vaughan was not in attendance.

**ASC- 05\_23/24 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- 06\_23/24 MEMBERS DISPENSATION**

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

*It was noted that there were no dispensations.*

**ASC- 07\_23/24 PUBLIC PARTICIPATION**

There were no members of public present for this meeting*.*

 There were no questions put to the meeting.

**ASC- 08\_23/24 MINUTES OF THE PREVIOUS MEETING**

Monday 17th April 2023

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 17th April 2023 be approved as a correct record and signed by the Chairman at this meeting.

**ASC- 09\_23/24** **WATER ANALYSIS**

The clerk updated the meeting on the water usage readings to date.

*This was noted*

**ASC- 10\_23/24** **ALLOTMENT STRATEGY 2023 – 2027**

The clerk updated the meeting on the progress on the action plan section of the strategy and all is on schedule at this moment in time.

*This was noted*

**ASC- 11\_23/24** **ALLOTMENT IMPROVEMENTS**

The clerk informed the meeting that the half plots have been completed and it had been arranged with the grounds maintenance contractor to cut back the paths and weed kill the edges as well as trim the hedges facing onto the paths.

A tap is leaking and some tap heads are missing and councillor Mr P. Mayhew suggested lever taps are used.

*This was noted and ongoing assessment will be carried out by the clerk.*

**ASC- 12\_23/24** **SITE VISIT BY CLERK AND AT LEAST TWO MEMBERS**

The clerk informed the meeting that a visit was overdue and it would need to be planned at this meeting.

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor Mrs J. Grafton and it was;

***RESOLVED:***

That all councillors available for a visit in early September will be contacted by the Clerk, with a Saturday being the preferred day of the visit. The Clerk will liaise and arrange this with members.

**ASC- 13\_23/24 DATE OF NEXT MEETING**

The date of the next scheduled meeting is: -

**Monday 16th October 2023 at 6.30p.m.**

***Meeting closed at 7.15 p.m.***

Signed (Chairman):

Date: