

Chair of the Committee:
Cllr Mr Paul Metcalfe



Clerk:
Mr Richard Ormerod
66-70 High St
Cornforth
Ferryhill
DL17 9HS
clerk@cornforthparishcouncil.org

www.cornforthparishcouncil.org

Dear Councillor,

I Hereby Give You Notice that a meeting of the Allotment Committee will be held on Monday 19 January 2026 at West Cornforth Community Centre, Station Road, West Cornforth, DL17 9LA, immediately following the Ordinary Meeting of the Council.

Dated this 9th day of January 2026.

Richard Ormerod - Clerk to the Council

Agenda

Circulation: Councillors J Snowball (Chair of the Council), P Metcalfe (Vice-Chair of the Council), J Beetham–Yelland, J Grafton, S Metcalfe & R Vaughan.

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 members 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 Minutes of the meeting held on Monday 13 October 2025 (to follow).
6	Requests from tenants (including waiting list) To receive a report by the Clerk.
7	Allotment improvements For discussion and decisions.
8	Correspondence for plot holders To consider and agree two correspondence documents to allotment tenants: <ul style="list-style-type: none">• Invitation to plot holders to the next Allotment Committee meeting.• 2026/27 rent letter for plot holders

9	Other business
10	Date and time of next meeting
