



## **ALLOTMENTS COMMITTEE**

**Members:** Committee Chairman - Cllr J Middleton  
Committee Vice Chairman – Cllr B Hatch  
Cllrs Barton, Fone, Hale, Hill, O'Brien & Norton-Sealey  
Tenants' Reps: J Forbes & J Pilsworth (ML) A Cunningham (HA),  
J Clark (VR), A Stephens (CH), S Murtagh (WA) &  
C Robinson (CEM)

Dear Member

14 November 2017

You are hereby summoned to attend the **Allotments Committee** meeting of Clevedon Town Council which will be held in the Committee Room, 44 Old Street, and Clevedon on **Monday 20 November 2017 at 7.30pm**

Signed Ms P J Heath, MILCM  
Town Clerk

**PUBLIC PARTICIPATION** - Not exceeding 20 minutes, with no more than 5 minutes per individual, dependent on the number wishing to speak, for members of the public to make comment or ask questions.

### **AGENDA**

1. To receive apologies for absence
2. To welcome the new tenant representative for Moor Lane, Mr John Forbes
3. To receive Declarations of Interest for items on the agenda
4. To receive the minutes of the Allotments Committee meeting held on 11 September 2017
5. To receive the Financial report of the Allotments Committee Accounts
6. To receive Site Maintenance Reports from Tenant Representatives for information and to receive updates on actions from 11 September 2017 meeting
  - 6.1 Moor Lane
  - 6.2 Highdale Avenue
  - 6.3 Victoria Road
  - 6.4 Westbourne Avenue
  - 6.5 Church Hill
  - 6.6 Cemetery
7. To discuss and agree with those Tenants on a six monthly Tenancy agreement and whether a full tenancy agreement can be awarded
8. To discuss and agree the allotment budget for 2017/18
9. To receive the Risk Assessments for all allotment sites
10. To discuss the site meeting report following an inspection of CEM152
11. To discuss the site inspection report following a path inspection of HA64B
12. To discuss and agree on how to deal with 'fly tipping' of rubbish on the site boundaries
13. To receive and discuss the Town Clerk's report on the amount of water usage on allotment sites over the last 4 years and predicted use for 2018 – report emailed to members
14. To receive tenant requests – ML29 – 6'x4' shed on a 5.00 perch plot
  - VR72 – 6'x4' shed on a 5.00 perch plot
  - VR77 – 4'x4' shed on a 2.50 perch plot
  - CH115 – to relinquish half of the allotment plot and to retain the other half, making two half plots
  - Moor Lane request for water to be left switched-on, on a flexible basis due to water for chickens
15. To receive any items reporting to Allotment watch

**P.T.O.....**

*Members are reminded they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.*

*Members are reminded that under Standing Orders they are required to switch their mobile phones/devices off.*

16. To note the following information
  - 16.1 Termination of Tenancy – ML3A & CH102
  - 16.2 Allocation of Tenancy – ML5B, ML11A, ML12, ML22B, ML42B, HA60A, CH100, CH106, CEM135, CEM153 & CEM156
  - 16.3 Waiting List - 74 @ 13 November 2017
  - 16.4 Still to allocate – ML3A & CH102
17. Chairman Items for information only
18. To determine Part I and Part II items.

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