



ALLOTMENTS COMMITTEE

Members: Committee Chairman - to be elected
Committee Cllr Members - to be elected
Tenants' Reps: J Forbes & J Pilsworth (ML) A Cunningham (HA),
J Burleton (VR), A Stephens (CH), S Murtagh (WA) & C Robinson
(CEM)

Dear Member

08 May 2019

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 May 2019 at 7.30pm**

Signed Ms P J Heath, PSLCC
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 receive Declarations of Interest for items on the agenda.
3. To elect a Vice-Chairman of the Allotment committee for the Council Year 2019/20
4. To receive the minutes of the Allotments Committee meeting held on 18 March 2019
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 18 March 2019 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 whether repairs to the boundary wall at the Cemetery Allotment Site have been carried out by neighbours.
9. To discuss whether the latest version of the Tenancy Agreement should be sent out in September with the annual billing to each Tenant re: path cutting and hosepipe issues which have been updated.
10. To discuss complaint received from a tenant on Church Hill who has sustained an injury to their foot due to uneven/overgrown path on CH132 and breach of tenancy agreement Part 1 Item 4 and The Law of Allotments page 49.
11. To discuss and agree tenant request on CEM146 wishing to swap allotments to CEM159 (currently vacant).
12. To discuss and agree to return holding deposits to CH113B and CEM159.
13. To receive any items reporting to Allotment watch.
14. To note the following information
 - 14.1 Termination of Tenancy – CH113B & CEM159
 - 14.2 Allocation of Tenancy – ML05A, ML28B, CH113B
 - 14.3 Waiting List - 51 @ 8 May 2019
 - 14.4 Still to allocate – CEM159
15. Chairman Items for information only
16. To determine Part I and Part II items.

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.