



ALLOTMENTS COMMITTEE

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

Dear Member

08 June 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 12 June 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 receive Declarations of Interest for items on the agenda
3. To elect a Vice-Chairman of the Allotment Committee for the Council Year 2017/18
4. To receive minutes of the Allotments Committee meeting held on 10 April 2017
5. To receive the Financial report of the Allotments Committee Accounts
6. To confirm Mr Murtagh as the Tenant Representative of the Westbourne Avenue site
7. To receive Site Maintenance Reports from Tenant Representatives for information and to receive updates on actions from 10 April 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 whether to refund holding and structure deposits to the following tenants – ML28B – holding deposit & CEM142 - shed deposit
9. To discuss and agree whether to sponsor some classes at the Clevedon Flower Show and the price of the Allotment Trade stand at the show
11. To discuss the scarecrow and a ‘year on allotments’ theme and decide on a working party for this year’s stand at the Clevedon Flower Show
12. To receive an update for a speaker at the Annual Tenant Meeting in October 2017
13. To receive the completed forms for the first round of judging of the allotments in May 2017
14. To receive tenant requests – WA93B – a 4’x4’ shed on a 2.50 perch plot
 - CH100A & B to be restored as one plot, 5.00 perch
 - CEM139 – a 5’x3 shed on a 3.10 perch plot.
 - CEM155 – to split plot and create a bigger allotment garden for CEM156
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 – ML28B & CEM142
 - 16.2 Allocation of Tenancy – CEM142
 - 16.3 Waiting List - 70 @ 5 June 2017
 - 16.4 Still to allocate – HA65A
 17. Chairman Items for information only
 18. To determine Part I and Part II items.
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To install either a small fence or similar to the steep bank area by CEM152 and CEM156. This is to stop any person from walking up the slope due to Health & Safety reasons to eliminate a slip or fall incident.

Company A

£70.00, VAT not applicable. to provide the materials - (2 x 3'x3' posts and 1 x 1.8' fence post and 2 x post fast cement and bracing) and labour.

Company B

Arranged to meet on site on Wednesday 24 May 2017 @ 9.00am – Contractor did not show.
Site meeting re-arranged and now awaiting quote from Contractor

Company C

Site meeting re-arranged and now awaiting quote from Contractor

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