

CLEVEDON TOWN COUNCIL  
44 Old Street, Clevedon, BS21 6BU



## **ALLOTMENTS COMMITTEE**

**Members:** Committee Chairman – Vacant  
Cllrs N Barton, A Goodliffe &  
R Westwood  
Tenants' Reps: J Pilsworth (ML) J Ivens (ML)  
A Cunningham (HA), M Butler (VR), S Murtagh (WA),  
S Latcham (CH), A Stephens (CH) & B Evans (CEM)

Dear Member,

10<sup>th</sup> September 2024

You are hereby summoned to attend the Allotments Committee of Clevedon Town Council, which will be held on Monday 16<sup>th</sup> September 2024 at 19:30pm at Council Offices, 44 Old Street, Clevedon, BS21 6BU

  
Signed Mr Tony Jay  
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 elect a Chairman of the Committee
3. To receive Declarations of Interest for items on the agenda
4. To receive the minutes of the Allotment Committee meeting held on 24<sup>th</sup> June 2024.
5. Moor Lane
  - 5.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.
  - 5.2 To receive an update on the dip tank works.
  - 5.3 To discuss and approve a request for a plot split regarding ML30 (5.0 perch).
6. Highdale Avenue
  - 6.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.
7. Victoria Road
  - 7.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.
8. Westbourne Avenue
  - 8.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.
9. Church Hill
  - 9.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.
  - 9.2 To receive an update regarding the clearance of CH119 following the tenant relinquishing the plot and to retrospectively agree a payment of £150.00 for additional costs in order to complete the clearance job.

*The Council must adhere to Insurance policy endorsement regulation number - FG02 - Specific Person Exception, policy wide, Section 5, Fidelity Guarantee, Exclusions & Section 8, Officials Indemnity, Exclusions: A & B*

10. Cemetery

10.1 To receive updates on all site report actions from 24<sup>th</sup> June 2024.

10.2 To discuss and approve costings to repair the wall and the gate at the front of the site.

11. To discuss and review current allocation of councillor representatives to allotment sites.

12. To discuss and decide whether to change the time and day of the allotment committee meetings.

13. To discuss and agree for a contractor to carry out regular maintenance visits to the allotment sites.

14. To discuss and agree with those Tenants on a six-monthly tenancy agreement and whether a full tenancy agreement can be awarded – HA65A, VR77, CEM136 & CEM140.

15. To note the following for information

15.1 Termination of Tenancy – ML15A, ML35, WA95B, CH126, CH131 & CEM136

15.2 Allocation of tenancy – ML15A, ML35, ML51B, VR83 A/B, CH119A, CH119B

15.3 Waiting List – 128 @ 10<sup>th</sup> September 2024

15.4 Still to allocate – WA95B, CH126 & CH131

16. Chairman's Items for information only

17. To determine any Part I and Part II items

**Date of next Allotment Committee Meeting – 18<sup>th</sup> November 2024**