

Kelvedon Parish Council

The Old Bank, 63 High Street, Kelvedon, Essex CO5 9AE

The next meeting of the
ALLOTMENT COMMITTEE

will be held on

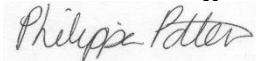
Tuesday 11 December 2018

At 8.00pm

in the Council Chamber, to transact the following business:

The public and press are welcome to be present

Please note that this meeting may be recorded



Clerk

06 December 2018

AGENDA

- A12/18-19 Apologies for Absence**
Members are reminded that the LGA 1972 s85 states that apologies for absence must be received prior to a meeting.
- A13/18-19 Declarations of Interest**
To declare the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.
- A14/18-19 Minutes of the Previous Meeting**
To approve and sign the minutes of the meeting of the Allotment Committee held on 15 May 2018.
- A15/18-19 Public Discussion**
The public are invited to discuss issues within Kelvedon – 3 minutes maximum each person.
- A16/18-19 Allotment Sub-Committee**
To agree that this sub-committee is not necessary.
- A17/18-19 Terms of Reference – Allotment Committee**
To agree the Terms of Reference for the Allotment Committee
- A18/18-19 Allotment Tenancy Agreement and Terms and Conditions**
To agree the documents.
- A19/18-19 Update from the Allotment Association**
To receive a general update from the Allotment Association.
- A20/18-19 Bee-Keeping on Site**
To agree the policy for bee-keeping on the site.
- A21/18-19 Financial Arrangements**
- To receive information on the current budget and to consider items for

the 2019/20 budget.

- To receive information regarding the new allotment current account.

A22/18-19 Future Development of the Site

To discuss how to take forward various initiatives to improve the site facilities, such as secure storage, pot recycling centre and composting toilets.

A23/18-19 Future Marketing of the Site

To discuss how to market the site to encourage further take-up of plots.

A24/18-19 Equipment Usage and Health & Safety

To discuss the ownership of communal equipment and its health and safety aspects.

A25/18-19 Date of Next Meeting

To set the date of the next meeting.