

HANSLOPE PARISH COUNCIL

 **07383 091319**

 **clerk@hanslopeparishcouncil.gov.uk**

You are hereby summoned to attend a meeting of The Allotment Committee of Hanslope Parish Council on Thursday 13th April 2023 at 2pm, at Hanslope Pavilion, Castlethorpe Road, MK19 7LG.

AGENDA

23.011 Co-option of any new Committee Members and acceptance of resignation(s)

MOTION: To co-opt Fiona Scott onto the committee

23.012 Apologies

23.013 Declarations of interest

23.014 Minutes of the last meeting

MOTION: To agree the minutes for the meeting held January 19th 2023

23.015 Plot Availability

- i. Vacancies/waiting list
- ii. Payments check

23.016 Admin

- i. Review of committee Terms of Reference. Agree maximum membership and timeframe for new membership requirements.
- ii. **MOTION:** To agree any changes to the ToR
- iii. Review of Allotment Rules generally, and with particular reference to Rule 16
MOTION: To agree any changes to the rules
- iv. Tool hire update: Booking system and updating tool hire documents
- v. Progress on CAD
- vi. Allotment vacating policy.
- vii. Bees – obtaining permission.

23.017 Maintenance

- i. Maintenance of machines
- ii. 'Back' Fence
MOTION: To agree a course of action
- iii. Any other maintenance issues, rubbish collection, further clearance requirements
MOTION: To agree actions and any jobs for the contractor

23.018 Plot Inspections/issues with plots

- i. Plots 16a and 16b
- ii. Rule breaches

iii. General issues or follow up actions from previous.

iv. New issues

MOTION: To agree any letters to tenants or potential evictions needed

23.019 Date of next meeting

Gillian Merry

Clerk/RFO

05/04/23

Members of the public are welcome to attend all parish council and committee meetings.