

A meeting of the **Allotments Committee**
To be held
at **Long Meadows Community Centre**
on **Thursday 24th June 2021 at 7pm**

AGENDA

Public Question Time:

15 minutes will be available for members of the public to ask questions in relation to items on the agenda only

1	Apologies for Absence To receive apologies for absence
2	Declarations of Members' Interests To receive any 'pecuniary' or 'personal' interests relating to items on the agenda
3	Election of Vice-Chair To elect a Vice-Chair for the Allotments Committee for the 2021/22 Municipal Year
4	Minutes of the Last Meeting <ul style="list-style-type: none">•To approve as a correct record the minutes of the Allotments Committee meeting held on 18th March 2021•To approve as a correct record the confidential minutes of the Allotments Committee meeting held on 18th March 2021
5	Matters Arising From the Minutes To discuss and act upon information received following previous actions in relation to the following items: A45/20 – Signage at Redoubt – 'No dog walking' signage was relocated to the fencing by the site notice board. A48/20 – Tidy up Initiative at the Redoubt Allotment Site – Metal collection has been successful and has now been removed from the site. Due to possible issues, it was agreed for the communal bonfire not to go ahead. A52/20 – Tree Liabilities – Work has been delayed until September due to the nesting season.
6	Matters Arising From Previous Minutes To discuss and act upon information received following previous actions in relation to the following items: Redoubt Hedge and Footpath – Finance & General Purposes Committee agreed to enter into negotiations with Tendring District Council about land ownership of all allotment land managed by Harwich Town Council. Currently awaiting a response from Tendring District Council.
7	Vacant Plots/Waiting List/Notices to Quit

8	Site Representative Reports
9	Budget Update
10	<p>Review of Bonfire Policy To consider a request to amend the time of day when bonfires can occur and clarify the months that they come into effect <i>Ben Chamberlain</i></p>
11	Review Current Procedures and Tenancy Agreement in Relation to the Management of Waste on Site, Condition of Plots When Relinquished, Wild Flowers/Meadows Areas, and Consider any Necessary Action
12	<p>Allotment Rents To review allotment rents</p>
13	Matters Received in the Post, be Reported or Raised by Members
14	<p>Time and Date of Next Meeting The next remote meeting of the Allotments Committee is at 7pm, on a date to be agreed</p>
15	<p>Exclusion of Public and Press Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is closed to the press and public for the transaction of the under-mentioned business:</p> <p>•Voluntary Site Representative Vacancy – King Georges Avenue</p>
16	<p>Voluntary Site Representative Vacancies To review and consider a letter of interest received for the voluntary position at;</p> <p>•King Georges Avenue</p>

Dated: 17th June 2021

Mrs Michelle Townsend
Assistant Clerk to the Council

Michelle Townsend