



## Southbourne Parish Council

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### NOTICE OF A MEETING OF THE SOUTHBOURNE PARISH COUNCIL ALLOTMENT COMMITTEE 13<sup>th</sup> JUNE 2024

Councillors are respectfully summoned to attend a meeting of the Southbourne Parish Council Allotment Committee on **Thursday 13<sup>th</sup> June 2024** at **1.00 pm** at St John's Church Centre for the transaction of the business on the agenda below.

*Please note the change to the normal time.*

Members of the Press and public are welcome to attend.

Sheila Hodgson  
Clerk to the Council

Date 07.06.2024

### AGENDA

1. To **NOTE** the appointment of Cllr Meredith as Chair to the Allotment Committee.
2. Chairman's welcome and introduction
3. Apologies for absence
4. To **APPROVE** and sign the Minutes of the Allotment Committee Meeting held on 29<sup>th</sup> February 2024.
5. Declarations of Interest
6. Adjournment for Public Open Forum
7. Clerk's update
8. To **NOTE** the committee dates and times for the financial year 2024-25.
9. Budget, Income and Expenditure including to **NOTE** any unspent funds to be moved to EMR to form the Maintenance Fund.
10. Southbourne Fields - To receive any updates and **CONSIDER** any required actions including:

Chair of the council: Cllr. Amanda Tait  
Vice Chair of the council: Cllr. Neil Redman

Clerk: Sheila Hodgson  
Deputy Clerk: Maria Carvajal-Neal

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- 10.1 To **CONSIDER** a course of action for the rusted tap.
  - 10.2 To **CONSIDER** a request by a resident to install a 6x4ft glass greenhouse on their plot.
  - 10.3 To **CONSIDER** a course of action for the footpath. Including to receive an update and consider a course of action on maintenance of the footpaths.
  - 10.4 To **CONSIDER** a course of action for the chain-link fence posts. Including to **CONSIDER** a quote from the Caretaker for the cost of materials for the repair.
11. Flanders Close- To receive any updates and **CONSIDER** any required actions.
12. To **NOTE** the current tenancies and waiting lists for both sites.
13. Site Inspections- To **NOTE** the inspection dates for the financial year 2024-25 and to **NOTE** the report from inspections undertaken on 23<sup>rd</sup> May and to **CONSIDER** any actions.
14. To **NOTE** the date and time of the next meeting.
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