



## Southbourne Parish Council

The Village Hall  
First Avenue, Southbourne  
PO10 8HN  
Telephone (01243) 373667

[clerk@southbourne-pc.gov.uk](mailto:clerk@southbourne-pc.gov.uk)

[www.southbourne-pc.gov.uk](http://www.southbourne-pc.gov.uk)

### NOTICE OF A MEETING OF THE SOUTHBOURNE PARISH COUNCIL ALLOTMENT COMMITTEE 25<sup>th</sup> MAY 2023

Councillors are respectfully summoned to attend a meeting of the Southbourne Parish Council Allotment Committee on **Thursday 25th May 2023 at 10:00 am** at St John's Church Centre for the transaction of the business on the Agenda below.

Members of the Press and public are welcome to attend.

A handwritten signature in black ink, appearing to read "Sheila Hodgson".

Sheila Hodgson  
Clerk to the Council

Date 19.05.2023

### AGENDA

1. To **NOTE** the appointment of Cllr Taylor as Chairman of the Allotment Committee as approved by council on 9th May and to **NOTE** the appointment of Cllr Bangert as Vice Chair
2. To **APPOINT** Non-councillor Members to the Committee and to appoint a non-councillor advisory Member.
3. Chairman's welcome and introduction
4. Apologies for absence
5. To approve and sign the Minutes of the Allotment Committee Meeting held on 16<sup>th</sup> February 2022
6. Declarations of Interest  
Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re-declare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days
7. Adjournment for Public Open Forum  
-parking resident

8. To **NOTE** the Terms of Reference as approved by Council on 9<sup>th</sup> May

9. To **NOTE** the budget and any income and expenditure

10. Flanders Close

10.1 To receive and **NOTE** an update on the works

10.2 **CONSIDERATION** of the purchase of 2 x weed membranes to cover the communal beds

10.3 To **NOTE** that the Sea Scouts have withdrawn their application for a communal plot and to **CONSIDER** a course of action

10.4 **CONSIDERATION** of a course of action for the communal plots

10.5 To **NOTE** final costings and **CONSIDER** the purchase of topsoil/compost with any remaining balance including **CONSIDERATION** of the distribution of the compost.

10.6 **CONSIDERATION** of a request by a tenant to attend to the overhanging tree and to the weeds on the pathway.

11. Southbourne Fields

11.1 To receive and **NOTE** an update on the communal greenhouse

11.2 **CONSIDERATION** of repair to the water pipes

11.3 To receive and **NOTE** an update regarding the application of a grant to CDC for fruit trees.

11.4 To review the planting of two apple trees on Parish owned land including consideration of retaining the trees and formally adopting them as Parish owned property

12. To **NOTE** the current tenancies and waiting lists for both sites

13. Site inspections, consideration of the May inspection and any required actions.

14. Tenant requests:

14.1 Consideration of a request from a tenant to retrospectively seek consent for the planting of an apple tree on their plot

14.2 Consideration of a request from a tenant to retrospectively seek consent for the planting of a quince tree on their plot

15. To **NOTE** the date and time of Next Meeting