



## Southbourne Parish Council

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### NOTICE OF A MEETING OF THE SOUTHBOURNE PARISH COUNCIL ALLOTMENT COMMITTEE 15<sup>th</sup> DECEMBER 2022

Councillors are respectfully summoned to attend a meeting of the Southbourne Parish Council Allotment Committee on **Thursday 15th December 2022 at 10:00 am** at St John's Church Centre for the transaction of the business on the Agenda below.

*Please note change of venue*

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 08.12.2022

### AGENDA

1. Chairman's welcome and introduction.
2. Apologies for absence.
3. To approve and sign the Minutes of the Allotment Committee Meeting held on 29<sup>th</sup> September 2022 and the extraordinary meeting on 4<sup>th</sup> November 2022.
4. 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.
5. Adjournment for Public Open Forum.
6. To **NOTE** income and expenditure.
7. To receive any updates regarding the Flanders Close allotments. Including;
  - 7.1 To receive a verbal update on the works from the Deputy Clerk.
  - 7.2 To reconsider the expenditure for the water butts and associated items.
  - 7.3 Consideration of a request from a tenant(s) to erect a shed and greenhouse.

8. To **NOTE** the site visits with Paul Barnett and the recommendations made by him regarding tree provision. To **AGREE** to the purchase of the trees and to further **AGREE** to any associated costs including stakes, ties, timber, cement etc.
9. To further consider the planting of the orchard trees and to **AGREE** on a potential date for planting and to **AGREE** to appoint a member to coordinate the planting and volunteers.
10. To receive an update from the Deputy Clerk regarding the water supply at Flanders Close Allotments. Including; to **RATIFY** the decision made by email to not pursue connecting a water line to a residents supply. To **NOTE** the response from tenants regarding the provision of plots without a water supply and to **NOTE** if any tenants have been appointed plots.
11. Consideration of the letting of the plots and to **AGREE** to the Deputy Clerk carrying out the relevant procedures including; allocating the plots and issuing tenancy agreements.
12. To **NOTE** any update regarding the provision of the communal plots and to consider any applications. To Consider the allocation of the plots.
13. To **NOTE** any updates regarding Southbourne Fields. Including:
  - 13.1 To **NOTE** grass cutting arrangements and to **AGREE** if the current method is successful.
  - 13.2 To **NOTE** the update regarding the water provision. To **NOTE** the water bill and that this will be taken from the Allotment Committee Budget.
14. To **NOTE** the current tenancies and waiting lists for both sites.
15. Site inspections- To **NOTE** the next date.
16. To **NOTE** the Chair's article in the Village Magazine to be published in January.
17. To **NOTE** the date and time of Next Meeting.