



## Southbourne Parish Council

Village Hall, First Avenue  
Southbourne  
West Sussex  
PO10 8HN

01243 373 667

[Admin@southbourne-pc.gov.uk](mailto:Admin@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 6<sup>th</sup> MARCH 2025

Councillors are respectfully summoned to attend a meeting of the Southbourne Parish Council Allotment Committee on **Thursday 6<sup>th</sup> March 2025 at 1.00 pm** 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.

Sheila Hodgson  
Clerk to the Council

Date 27.02.2025

### 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 5<sup>th</sup> December 2024.
4. Declarations of Interest
5. Adjournment for Public Open Forum
6. Clerk's update
7. Budget, Income and Expenditure
  - 7.1 To note income and expenditure to date.
  - 7.2 To ratify any payments incurred.
8. Southbourne Fields - To receive any updates and consider any required actions including:
  - 8.1 Repair to the boundary of plot 9.
  - 8.2 To receive and note an update on the taps, to consider a course of action and to note the date the water will be switched back on.
  - 8.3 To consider a proposal to purchase new padlocks and, if agreed, to further agree to a maximum budget.

---

9. Flanders Close- To receive any updates and consider any required actions.

9.1 To consider the tenancy of the communal plot.

10. Tenancies and waiting list

10.1 To note the current tenancies and waiting lists for both sites.

10.2 To note the letting process for returned plots.

11. Site Inspections- to receive and note any further updates on any outstanding issues.

12. To note the date and time of the next meeting and to consider dates for the year 2025/26.