



Broadbridge Heath Parish Council

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You are hereby **SUMMONED** to the **ONLINE ALLOTMENTS SUB-COMMITTEE MEETING** to be held on **Wednesday 13th of January 2021** commencing at **1.00pm**.

O Buck

Olivia Buck (Assistant Clerk to the Council) – 5th January 2021

To join the meeting:

Join Zoom Meeting from your laptop, tablet or smartphone using Meeting ID: 399 976 6187

New to Zoom?

Use this link to install the app <https://www.zoom.us/>

Members of press and public welcome

AGENDA

1	ATTENDANCE AND APOLOGIES FOR ABSENCE	13:00
	To receive both apologies and reasons for absence.	
2	DECLARATION OF INTEREST AND NOTIFICATION OF CHANGES	13:00
	To receive any disclosure by Members of personal interests in matters on the Agenda, the nature of the interest and whether the Member regards the interest as personal, prejudicial or pecuniary under the terms of the Revised Code of Conduct from members.	
3	MINUTES	13:00- 13:05
	To approve the minutes of the Allotments Sub Committee meeting held on Wednesday 9 th December 2020.	
4	ASSISTANT CLERK UPDATE	13:05- 13:10
	Update from Assistant Clerk.	
5	ALLOTMENT SITE PARKING FACILITIES	13:10- 13:20
	To consider parking facilities at both Allotment Sites.	
6	ALLOTMENT LIST	13:20- 13:35
	To receive an update on the Allotment Waiting List and to consider the next actions regarding the list.	
7	NEXT STEPS	13:35- 13:45
	To consider and agree as appropriate any next steps.	
11	DATE OF NEXT MEETING	13:45

	Wednesday 10 th February. Time to be discussed and agreed.	
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**** Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 and because of the confidential nature of the business to be transacted, the public and press will be required to leave the meeting ****