



Broadbridge Heath Parish Council

Address: The Parish Office, Sargent Way, Broadbridge Heath,
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You are hereby **SUMMONED** to the **ALLOTMENTS SUB-COMMITTEE MEETING** to be held at **The Parish Office, Sargent Way** on **Monday 18th of July 2022** commencing at **7.45pm**.

L Edwards

Lucinda Edwards (Clerk to the Council) – 12th July 2022

Allotments Sub-Committee Members:

Cllr G Clark, Cllr T Oliver, Cllr C Knight, Cllr S Hazell & Cllr S Chandler.

AGENDA

1	APOLOGIES AND REASON FOR ABSENCE	19:45
	To receive and agree any apologies for absence and document the reasons for such.	
2	DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES	19:45
	Recommendation: 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	19:50
	To approve the minutes of the last Allotment Sub-Committee meeting held on Thursday 23rd June 2022 .	
4	DEPUTY CLERK UPDATE	19:50- 20:00
	To receive an update from the Deputy Clerk.	
5	LEGAL ACQUISITIONS	20:00- 20:10
	To receive an update on the legal transfers of: 5.1 Weston Avenue Allotments from Bellway Homes 5.2 Churchill Way Allotments from Countryside Properties	
6	WELCOME PACK	20:10 20:15
	To agree any amendments to the Welcome Pack	
7	FACILITIES AND MAINTENANCE	20:15- 20:25
	To consider appropriate facilities and maintenance requirements for the two sites and funding from associated commuted sums.	
8	PLOT ALLOCATIONS	20:25- 20:35
	To receive an update on plot allocations and to discuss and agree the process for further plot allocation and timescales.	
9	COMMUNICATIONS	20:35- 20:40
	To agree any communications.	

10	DATE OF NEXT MEETING	20:40- 20:40
	Next meeting date to be agreed.	