



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 29th of January 2024** commencing at 7.30pm.

L Edwards

Lucinda Edwards (Clerk to the Council) – 15th January 2024

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	19:30
	To receive and agree any apologies for absence and document the reasons for such.	
2	DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES	19:30
	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 for members.	
3	DEPUTY CLERK UPDATE	19:30- 19:35
	To receive an update from the Deputy Clerk.	
4	LEGAL ACQUISITION	19:35
	To receive an update on the legal transfer of Churchill Way Allotments.	
5	FINANCE	19:35- 19:45
	5.1 To receive an update on Finance regarding the Allotments. 5.2 To consider any changes to Rent for Financial Year 2025/26. 5.3 To agree not to pro-rata plot rent going forwards	
6	WAITING LIST & PLOT ALLOCATION	19:45- 19:50
	6.1 To receive an update on the Weston Avenue Waiting List. 6.2 To agree next steps for un-allocated plots.	
7	ALLOTMENT RULES	19:50- 19:55
	7.1 To consider and agree any required amendments or addition to the rules. 7.2 To consider and agree decision on the clearing of plots if plot rescinded.	
8	AREA SOUTH OF WESTON AVENUE SITE	19:55- 20:05
	To consider future maintenance of the area to the south of the Weston Avenue allotments, including signage and fence considerations.	

9	FACILITIES AND MAINTENANCE AT WESTON AVENUE	20:05- 20:15
	9.1 To receive recommendations to reconsider the decision to purchase site sundry items and storage. 9.2 To consider and agree the recommendations of perimeter whip planting. 9.3 To consider additional maintenance proposals at the site.	
10	ALLOTMENT ASSOCIATION	20:15- 20:25
	To receive recommendations to proceed with the setting up of an Allotment Association.	
11	DATE OF NEXT MEETING	20:25
	Date to be confirmed.	