

Carlton Parish Council

FOR THE ATTENTION OF THE ALLOTMENT WORKING GROUP

You are invited to attend the meeting of the Allotment Working Group (AWG) on 16th September 2022 at 6pm, at Carlton Methodist Church.

Agenda

10. Apologies for Absence

To receive apologies for absence and consider the reasons for absence.

11. Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

12. Terms of Reference

To review the Allotment Working Group's Terms of Reference. (page 2)

13. Waiting List and Tenants

To receive an update from the clerk regarding the current allotments waiting list and tenants.

14. Contract/ Rental Agreement

14.1 To review the current contract/ rental agreement.

14.2 To review the current rental charges.

14.3 To review the rules for the allotment tenants.

15. Layout of the Current Plots

To review the current layout of the allotment plots.

16. Facilities of the Allotments

To review and discuss the current facilities of the allotments.

17. Date and Time of Next Meeting

To consider the date and time for the next meeting.

Item 4

Allotments Working Group: Terms of Reference

Membership of the Working Group

The Allotments Working Group consists of 3 councillors and the clerk, and tenants as requested.

Convening of Meetings

The Allotments Working Group will meet as and when required, at least once a year, to review the council's allotments.

Chair of Meetings

The Chair will be appointed at the first meeting.

Notes of the Meetings

The notes will be provided to the council at its next meeting, for information, with recommendations.

Remit of the Working Group

The Allotments Working Group will review the allotments and the rental agreement, including rental prices and rules, annually.

The Allotments Working Group will provide feedback to the Council making recommendations where appropriate.