

BARROWBY PARISH COUNCIL

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BARROWBY PARISH COUNCIL ALLOTMENT COMMITTEE MEETING

You are summoned to attend the BARROWBY PARISH COUNCIL ALLOTMENT COMMITTEE MEETING at 7.15pm to be held at the Reading Room on Monday 16th September 2024 for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Public Forum: The meeting will commence with a 15-minute public forum for which Members are also asked to be present, where members of the public may ask questions or make short statements to the Committee. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Signed  Clerk to the Council. Date: Wednesday 11th September 2024

1. **WELCOME REMARKS BY THE CHAIRMAN**
2. **ELECTION OF MEMBER OF THE COMMITTEE & DECLARATION OF ACCEPTANCE OF OFFICE**
3. **APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN**
4. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST & REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011**
 - 4.1 To receive declarations of Members' interests in relation to agenda items and requests for dispensations.
5. **APPROVAL OF MINUTES**
 - 5.1 To resolve to approve the Clerk's minutes of the Allotment Committee Meeting held on 17th June 2024.
6. **SITE REPORT**
 - 6.1 To receive a verbal site report.
7. **FINANCES**
 - 7.1 To note the 2024/25 expenditure to date and review forecast expenditure.
 - 7.2 To resolve to approve the installation of solar panel(s) and related equipment subject to 3 quotes being sought that will be presented at the next meeting for approval to purchase.
 - 7.3 Review the Allotment Committee Terms of Reference and relationship with Finance Committee.
 - 7.4 To resolve to approve the draft 2025/26 Business Plan.
 - 7.5 To discuss the purchase of suitable battery powered maintenance tools.
8. **ALLOTMENT ALLOCATIONS, WAITING LIST AND PLOT REPORT**
 - 8.1 To resolve to move into closed session in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed regarding plot allocations, waiting list and plot report.
 - 8.2 To note the latest allotment allocations, waiting list, letters sent and the allocation of any vacant plots.
 - 8.3 To receive a plot report.
 - 8.4 To move back into open session.
9. **ACCESS RIGHTS AND ROAD SAFETY**
 - 9.1 To receive an update on the placing of a convex mirror at the site entrance.
10. **DATE OF NEXT MEETING**