

# NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC  
**Town Clerk & RFO**



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## PUBLIC NOTICE OF MEETING

A meeting of the **Allotments Committee** will be held on **Thursday 29<sup>th</sup> April 2021** at **11:00am**.

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting is being conducted remotely via the Zoom video conferencing platform.

To join the meeting please use this link:

<https://zoom.us/j/92577613381?pwd=RFdEUk5yWHZkT2N3RHFzMHpYOHl6QT09&from=addon>

Or log in to the Zoom App:

Meeting ID: 925 7761 3381

Password: 323960

You can telephone into the meeting on the following number and the log in details above:

0131 460 1196 (call charges may apply – you should check with your provider)

Yours sincerely

A handwritten signature in black ink, appearing to be 'D Johnston', written over a horizontal line.

Mrs Donna Johnston FdA, FSLCC  
Town Clerk & RFO.

## AGENDA

- 1. Apologies for Absence**  
To receive apologies and approve reasons for absence.
- 2. Member's Declarations of Interests**  
To receive Declarations of Interest from Members on any item on the agenda, in accordance with the Code of Conduct.
- 3. Public Bodies (Admission to Meetings) Act 1960**  
To consider if any item on the agenda should be taken in private due to confidentiality.
- 4. Minutes** **ENC A**  
To receive and sign the minutes of a meeting of the Allotments Committee held on Wednesday 13<sup>th</sup> January 2021 (Minute Numbers 12 - 29; Pages 5 - 8) and approve the contents contained therein.
- 5. Minutes – Final meeting of the Allotments Working Group** **ENC B**  
To receive and sign the minutes of the final meeting of the Allotments Working Group held on Wednesday 20<sup>th</sup> November 2019 (Minute Numbers 1 - 5; Pages 1 - 4) and approve the contents contained therein.
- 6. Minutes – Final meeting of the Allotments Sub-Committee** **ENC C**  
To receive and sign the minutes of the final meeting of the Allotments Sub-Committee held on Wednesday 8<sup>th</sup> March 2017 (Minute Numbers 23 - 30; Pages 8 - 10) and approve the contents contained therein.
- 7. Allotment Policy Document** **ENC D**  
To undertake a third review of the Allotment Policy Document.
- 8. Onsite Committee Policy Document** **ENC E**  
To undertake a second review of the Onsite Committee Policy Document.
- 9. Avian Influenza**  
To receive an update on the Avian Influenza outbreak and housing restrictions.

- 10. Budget 2020/21** **ENC F**  
To review the income and expenditure against budget for 2020/21.
- 11. Update on Allotment Issues** **ENC G**  
To receive an update on general allotment issues since the last meeting.
- 12. Requests from Tenants** **ENC H**  
To consider requests from tenants.
- 13. Cultivation Issues** **ENC I**  
To consider any cultivation issues and what action should be taken.
- 14. Complaints** **ENC J**  
To consider any complaints relating to allotment tenants or onsite committees.