

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO



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To all members of the Allotments
Committee

Our ref: DJ/hs
Date: 1st November 2023
Please Reply to: Donna

Dear Councillor,

You are hereby summoned to attend a meeting of the **Allotments Committee** to be held on **Wednesday 8th November 2023 2023** at **10.00am** at Normanton Town Hall, High Street, Normanton, WF6 2DZ.

If you are unable to attend, please submit your apologies, with reasons, to the Town Clerk before the meeting.

Yours sincerely

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

ALLOTMENTS COMMITTEE

Wednesday 8th November 2023 at Normanton Town Hall

AGENDA

022.	Apologies for Absence To receive apologies for absence.	
023.	Declarations of Interest Members are reminded of the requirement to make an appropriate declaration at the meeting on any item in which they have an interest.	
024.	Minutes To receive and sign the minutes of a meeting of the Allotments Committee held on Monday 27 th September 2023 (Minute Numbers 011 - 021; Pages 7-13) and approve the contents contained therein.	ENC A
025.	Allotment Inspections To receive an update on the inspections that have taken place and any re-inspections that are outstanding.	ENC B
026.	Eviction Updates To receive an update on evictions and consider any appeals.	ENC C
027.	Site Updates To receive updates from each site.	ENC D
028.	Site Fees To consider the approach to how site fees are collected and notified on behalf of the on-site committees.	ENC E
029.	Japanese Knotweed To receive an update on issues with Japanese Knotweed.	ENC F
030.	Requests from Tenants To consider requests from tenants on various matters.	ENC G
031.	Complaints To consider any complaints from tenants or neighbours about the allotments.	ENC H

032.	Allotments Budget To consider the allotments budget for the second quarter of the financial year.	ENC I
033.	Allotment Rent To confirm the arrangements for the allotment rent for the 2024/25 financial year.	ENC J