



LOCAL GOVERNMENT ACT 1972

NOTICE OF A MEETING OF

THETFORD TOWN COUNCIL ALLOTMENT COMMITTEE

YOU ARE HEREBY SUMMONED to attend the Allotment committee meeting of Thetford Town Council which will be held in The Council Chamber, King's House, Thetford, on Thursday 16th January 2020, starting at 11.30 a.m.

Tina Cunnell BSc (Hons)
Town Clerk
9th January 2020

The meeting will be preceded by a 15-minute Open Forum, starting at 11.30 a.m. when members of the public and representatives of the press are invited to address the Committee. If there is no call for an Open Forum, then the meeting itself may start at 11.30 a.m.

AGENDA

- 673/19 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY/NON-PECUNIARY INTERESTS
To receive any declarations relevant to items on the agenda.
- 674/19 APOLOGIES FOR ABSENCE
To receive.
- 675/19 MINUTES
To confirm the minutes of the Committee's meeting, held on 1st November 2019, received by Full Council on the 26th November 2019, to be confirmed as a true record and signed/initialled by the Chairman.
- 676/19 ALOTMENT PRIORITIES AND BUDGET UPDATE
Chairman and Officers to update on the last meeting action points.
- 677/19 HEALTH & SAFETY
To receive a report on allotment health and safety issues and allotment association agreements.
- 678/19 INFORMAL ALLOTMENT MEETING
To consider handbook paperwork completed at the informal Allotment meeting.

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Telephone: (01842) 754247
e-mail: mail@thetfordtowncouncil.gov.uk
website: www.thetfordtowncouncil.gov.uk

- 679/19 **WAITING LIST - VACANT PLOTS**
To receive a report and consider actions for Allotment Clearance.
- 680/19 **ALLOTMENT INSPECTIONS AND LETTERS**
To review and agree minor changes in the inspection process and the wording of letters.
- 681/19 **BURY RD ALLOTMENTS**
- To consider request from Bury Rd Allotment Association for club house facilities.
 - To consider the revised costs and issues relating to Bury Rd Allotment fencing.
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- 682/19 **CORRESPONDENCE & COMPLAINTS**
To be noted and considered.
- 683/19 **COMMUNITY ENGAGEMENT**
To discuss and agree allotment tenant recruitment drive.
- 684/19 **COMMITTEE OFFICERS UPDATE**
To receive any update from the Committee Officer since the issue of the agenda.