



**LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
THETFORD TOWN COUNCIL ALLOTMENTS COMMITTEE**

YOU ARE HEREBY SUMMONED TO ATTEND THE ALLOTMENTS COMMITTEE MEETING OF THETFORD TOWN COUNCIL WHICH WILL BE HELD IN THE CARNEGIE, CAGE LANE, THETFORD, ON THURSDAY 17th JUNE 2021, STARTING AT 10.00 AM.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING, SUBJECT TO COVID 19 RESTRICTIONS, BY APPLYING TO THE TOWN CLERK PRIOR TO THE MEETING OR CAN VIEW BY LIVE STREAMING ON - <https://bit.ly/ttceventsyoutube>

Tina Cunnell BSc (Hons)
Town Clerk
10th June 2021

AGENDA

76/21	<u>ELECTION OF CHAIRMAN</u> Decision Required: To receive nominations. Lead: Deputy Town Clerk.
77/21	<u>ELECTION OF VICE CHAIRMAN</u> Decision Required: To receive nominations. Lead: Chairman
78/21	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
79/21	<u>APOLOGIES FOR ABSENCE</u> To receive.
80/21	<u>MINUTES</u> To confirm the minutes of the committee meeting held on 15 th April 2021 which were received by Full Council on 27 th April 2021, as a true record and be signed/initialled by the Chairman. Decision Required: To agree accuracy of minutes. Lead: Minute Secretary
81/21	<u>ALLOTMENT OFFICER'S REPORT</u> To receive a report from the Allotment Officer and to consider any recommendations contained therein. Decision Required: Report to be noted and if applicable to approve any recommendations therein. Lead: Allotment Officer
82/21	<u>HEALTH & SAFETY</u> To consider any health and safety concerns or issues. Decision Required: To address any matters noted where applicable. Leads: Allotment Officer and Councillor Harvey

83/21	<p><u>ALLOCATION AND WAITING LISTS</u> To receive a report on number of applicants on the waiting list and on how many plots have been allocated. Decision Required: None Lead: Allotment Officer</p>
84/21	<p><u>ENGAGING WITH ALLOTMENT REPRESENTATIVES</u> To review how best to engage with allotment representatives and to devise a communication plan as required. Decision Required: Update if deemed necessary the basis of engaging with allotment representatives. Lead: Committee Officers</p>
85/20	<p><u>REVISED ALLOTMENT RULES</u> To provide Committee members with an update on the process of revising and consolidating allotment rules. Decision Required: Note progress and suggest additional processes if necessary. Lead: Committee Officers</p>
86/20	<p><u>SPONSORSHIP OF ALLOTMENT JUDGING</u> To consider whether to sponsor the judging of the allotment competition and to decide on a sponsorship amount. Decision Required: Provide sponsorship Lead: Chairman</p>
87/20	<p><u>CORRESPONDENCE</u> To be noted and considered. Decision Required: None Lead: Allotments Officer.</p>
88/20	<p><u>COMMITTEE OFFICERS UPDATE</u> To update any information since the agenda was released. Decision Required: None Lead: Allotments Officer</p>
89/20	<p><u>COMMUNITY ENGAGEMENT</u> To discuss and agree any consultation or media release required. Decision Required: None Lead: Chairman</p>
90/20	<p><u>EXCLUSION OF PRESS AND PUBLIC</u> To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</p>
91/20	<p><u>TO CONSIDER INDIVIDUAL TENANT ISSUES</u> To consider and discuss any issues raised by individual tenants or associations.</p>