



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

YOU ARE HEREBY SUMMONED TO ATTEND THE ALLOTMENTS COMMITTEE MEETING WHICH WILL BE HELD IN THE COUNCIL CHAMBER, KINGS HOUSE, ON THURSDAY 11 APRIL 2024, STARTING AT 10.00 AM.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. A RECORDING OF THE MEETING CAN ALSO BE VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS AFTER THE MEETING HAS BEEN HELD.

NOTE: THE MEETING IS CUSTOMARILY PRECEDED BY A 15-MINUTE OPEN FORUM, STARTING AT 10.00 AM. 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 WILL START AT 10.00 AM.

Alan Yorke

Alan Yorke
Acting Town Clerk
5 April 2024

AGENDA

829/23	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
830/23	<u>APOLOGIES FOR ABSENCE</u> To receive.
831/23	<u>MINUTES</u> To confirm the minutes of the Allotments Committee meeting held on 11 January 2024 which were received by Council on 30 January 2024, as a true record and be signed/initialled by the Committee Chairman. Decision required: To agree accuracy of minutes. Lead: Committee Clerk.
832/23	<u>ALLOTMENT OFFICER'S UPDATE</u> To receive and discuss a report from the Committee's Officers (including plot allocations and waiting lists). Decisions required: To note the report. Lead: Allotment Officer.

833/23	<p><u>ALLOTMENT SITE REPRESENTATIVE REPORTS</u> To receive reports from Allotment Site Representatives circulated prior to the meeting, if any. Decision required: To note the reports. Lead: Chair.</p>
834/23	<p><u>FEEDBACK ON INFORMAL MEETING WITH ALLOTMENT HOLDERS</u> To receive and discuss feedback on the informal meeting held on 9 February 2024. Decision required: To note the feedback. Lead: Chair.</p>
835/23	<p><u>AMENDMENT TO RULES ON THE USE OF RAISED BEDS</u> To review and amend the rule effectively prohibiting the use of raised beds (including the bringing in of soil on to an allotment site that will occur if raised beds are used). Decision required: To decide whether and what rules to change which will permit the use of raised beds at allotment sites. Leads: Acting Town Clerk and Allotment Officer.</p>
836/23	<p><u>MATTERS TO DISCUSS AT THE NEXT INFORMAL MEETING WITH ALLOTMENT HOLDERS</u> To agree that the following matters will be discussed at an informal meeting with Allotment Holders:</p> <ol style="list-style-type: none"> 1. Increasing monetary deposits where allotment holders have excessive structures and stored items. 2. Putting restrictions on tenancing more than one allotment plot to reduce the waiting list. <p>Decisions required: To agree that these matters be discussed together with any other matters that should be considered. Lead: Chair.</p>
837/23	<p><u>COMMITTEE INSPECTION OF LONDON ROAD ALLOTMENT SITE</u> To agree and discuss the need to undertake a Committee and Officers' inspection of the London Road allotment site which is not being fully utilised by all tenants. Decision required: To confirm the timing and scope of the Committee inspection of the London Road Allotment site if the need to do so is agreed. Leads: Chair and Acting Town Clerk.</p>
838/23	<p><u>PROJECTS AND MAINTENANCE WORKS</u> To discuss and agree the projects and maintenance work for which quotes have been obtained. Decision required: To prioritise the projects and maintenance work and indicate the timeframes that are likely to be affordable. Leads: Chair and Acting Town Clerk.</p>
839/23	<p><u>HEALTH & SAFETY MATTERS</u> To update the Committee on any health & safety matters that have arisen since the last meeting. Decision required: To note the update. Lead: Chair.</p>
840/23	<p><u>CORRESPONDENCE</u> To be noted and considered. Decision required: None.</p>

	Lead: Officers.
841/23	<p><u>ACTION PLANS</u> To receive an update on the Action Plans set out in the approved Programme of Action. Decision required: To note the update. Leads: Chair and Acting Town Clerk.</p>
842/23	<p><u>COMMUNITY ENGAGEMENT</u> To discuss and agree any consultation or media release required. Decision required: To approve any media release that is required and to specify in what format the media release should take (social media posts and/or press releases). Lead: Chair.</p>
843/23	<p><u>COMMITTEE OFFICER'S UPDATE</u> To receive any update from the Committee Officer since the agenda for this meeting was issued. Decision required: To note the update. Leads: Deputy Town Clerk and Allotment Officer.</p>