

## SILLOTH-ON-SOLWAY TOWN COUNCIL

---

**Clerk:** Wendy Jameson, FMAAT

5 Burnswark Terrace, Solway Street, Silloth, Cumbria

Tel: 016973 31128 Fax: 016973 31128 Mob: 0777 5686857

Email: townclerk@silloth-on-solway.co.uk

Web: www.silloth-on-solway-tc.gov.uk

24 October 2017

Dear Councillor

You are summoned to attend a meeting of the Allotment committee which is to be held on Thursday 2 November 2017, at the Allotment site on Skiddaw Street at **5.00pm** and afterwards in the Community Hall, Petteril Street, Silloth. Please let me know if you are unable to attend.

Yours sincerely



W.E. Jameson

Clerk to the Council

### Agenda

1. **Apologies**  
NB Cllrs. must provide a reason for not being able to attend a meeting which is then recorded in the minutes.
2. **Declarations of Interest**  
Members are invited at this stage to declare any personal interests they have relating to any item on the Agenda and having done so, to consider whether they also have a prejudicial interest in that item. NB Advice on this can be sought from the Town Clerk. Members are requested to seek advice, wherever possible, before the meeting starts.
3. **Site Inspection**  
To carry out a site inspection to identify any plots which are not being cultivated and decide what action to take as a result.
4. **Exclusion of Press and Public**  
To consider whether the press and public should be excluded from the meeting during consideration of any item of business on the Agenda.
5. **Minutes**  
To approve the minutes of the meeting held on 19 September 2017.
6. **Matters Arising**  
To consider any matters arising from the minutes of the last meeting.
7. **Public Participation**  
Members of the public are invited to speak for a maximum of 3 minutes each. The maximum total time for public participation will be 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.
8. **Allotment Forum**

To receive an update

**9. Allotment Tenancy Agreement**

To consider the template tenancy agreement for an allotment garden obtained from the National Association of Local Councils.

**10. Waiting List/Vacant Plots**

To receive an update on the Waiting list and vacant plots etc

**11. Review of annual rents**

To review the annual rents for 2017/18.

**12. Problems and issues**

To consider any problems and issues raised at the meeting and consider any action required as a result.