

SILLOTH-ON-SOLWAY TOWN COUNCIL

Clerk: Wendy Jameson, FMAAT
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16 May 2017

Dear Councillor

You are summoned to attend a meeting of the Allotment committee which is to be held on Tuesday 22 May 2017, at the Allotment site on Skiddaw Street at 6.00pm and afterwards in the Community, 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 22 November 2016.
6. **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.
7. **Allotment Forum**
To receive an update

8. Allotment Tenancy Agreement

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

9. Waiting List/Vacant Plots

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

10. Problems and issues

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