MESSINGHAM PARISH COUNCIL

Parish Clerk: Tracey Black

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NOTICE OF MESSINGHAM PARISH COUNCIL
ALLOTMENT ADVISORY COMMITTEE MEETING

To: All members of the Allotment Advisory Committee

You are hereby summoned to attend a meeting of the Allotment Advisory Committee, on **Monday 11th March 2024** at **6.15pm**, at Messingham Community Hub, Wendover Road, for the purpose of transacting the following business.

Tracey Black
Clerk to the Parish Council   6th March 2024

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AGENDA

1. **Apologies for absence**
   To receive apologies for absence.

2. **Declarations of interest**
   a) To record declarations of interest by any member of the council in respect of the agenda items listed below.
      Members declaring interest should identify the agenda item and type of interest being declared.
   b) To note dispensations given to any member of the council in respect of the agenda items listed below.

3. **Minutes of the last meeting**
   To receive the minutes of the meeting held on Monday 18th September 2023 adopted by the Full Parish Council meeting on Monday 9th October 2023.

4. **Clerk's report**
   To receive a report and update on recent and ongoing matters.

5. **Allotment tenancy terminations / notice of termination**
   To receive and note allotment tenancy terminations and notice of terminations since the last meeting.

6. **Allotment tenancy applications**
   To receive and approve allotment tenancy applications since the last meeting.

7. **Finances**
   a) To receive the Receipts & Payments summary to date.
   b) To resolve the tenant expenses for 2024/25.
   c) To resolve the tenant rent payments for 2025/26.
   d) To resolve the tenant deposit payments for 2024/25.

7. **Allotment inspection report**
   To receive the allotment inspection report and resolve any actions required.

8. **Matters for discussion**
   To receive any items for consideration and resolve any actions required

Members of the public and press are welcome to attend all meetings of the Council and committees