

MESSINGHAM PARISH COUNCIL

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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 21st September 2020 at 7pm**, for the purpose of transacting the following business.
Due to Covid-19 restrictions the meeting will be held remotely via Zoom platform. Details of the zoom meeting link, meeting id and password will be emailed separately.

Tracey Black
Clerk to the Parish Council

16th September 2020

Members of the public are welcome to join the meeting and should contact the Clerk before 5pm on the day of the meeting for the access details.

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 17th June 2020.
4. **Clerk's report**
To receive a report and update on recent and ongoing matters
5. **Allotment tenancy terminations / notice of terminations**
To receive and note allotment tenancy terminations and any notice of terminations
6. **Allotment tenancy applications**
To receive and approve allotment tenancy applications
7. **Allotment inspection report**
 - a) To receive the inspection report and resolve any actions required
 - b) To receive the Best Kept Allotment Competition results
8. **Matters for discussion**
To receive any items for consideration and resolve any actions required
 - a) Small holding plots 12,13,14,15 available 29/9/20 – to resolve action for new allotment plots
 - b) Public notice at allotments