

HARWICH TOWN COUNCIL
Guildhall, Church Street, Harwich, Essex CO12 3DS
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Assistant Clerk: Mrs Marie Snell

A meeting of the
ALLOTMENTS COMMITTEE
to be held at
The Guildhall, Church Street, Harwich
on
Tuesday 29th October 2024 at 7.00pm

Public Question Time:

15 minutes will be available for members of the Public to ask questions in relation to items on the agenda **only**.

AGENDA

1	Apologies for Absence To receive apologies for absence
2	Declarations of Members' Interests To receive any 'Pecuniary' or 'Other Registrable' interests relating to items on the agenda.
3	Minutes of the Last Meeting To approve as a correct record the minutes of the Allotments Committee meeting held on 23 rd July 2024.
4	Matters Arising from the Minutes
5	Matters Arising from Previous Minutes A017/24 – Allotment Clearance Recharge – DM14a – To update members regarding this matter and the next steps actioned by Harwich Town Council office staff.
6	Vacant Plots/Waiting List/Notices to Quit
7	Site Representative Reports
8	Budget Update and Budget Proposal for Municipal Year 2025/26 To receive budget update and discuss the proposal of budget for 2025/26 prepared by the clerk.
9	Bee Incident To report to members of an incident in July and advise of safety measures in place following.
10	Chicken Coop Request To consider chicken coop request for BC24a.
11	Matters Received in the Post, to be Reported or Raised by Members
12	Time and Date of Next Meeting The next meeting of the Allotments Committee is Wednesday 5th March 2025 at 7.00pm at The Guildhall, Church Street, Harwich.
13	Exclusion of Public and Press Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is closed to the press and public for the transaction of the under-mentioned business: •Voluntary Site Representative Vacancy – Boatswains Call

	<ul style="list-style-type: none">• Allotment Clearance DM33
14	Voluntary Site Representative Vacancies To review and consider a letter of interest received for the voluntary position at; •Boatswains Call
15	Allotment Clearance DM33 To consider next steps in obtaining clearance charge from vacated tenant.

Dated: 22nd October 2024

**Mrs Marie Snell
Assistant Clerk to the Council**