



**PLEASE NOTE EARLIER
START TIME & MEETING
WILL FINISH AT 11.15AM
PRECISELY**

CHILTON TOWN COUNCIL

ALLOTMENTS COMMITTEE

NOTICE OF MEETING

12th June 2019

NOTICE IS HEREBY GIVEN that a meeting of the Allotments Committee of Chilton Town Council will be held at the Council Offices, Hutton House, Durham Road, Chilton, County Durham, commencing at **10.00 a.m.** on

Thursday, 20th June 2019

All members of the Council are invited to attend for the purpose of considering and resolving the business to be transacted as set out hereunder.

AGENDA

1. APOLOGIES

To receive any apologies for absence and approve reasons for non-attendance.

2. DECLARATION OF INTERESTS

Members are required to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any of the items included on the agenda in accordance with the Members' Code of Conduct.

3. MEMBERS' DISPENSATIONS

To consider written requests for dispensations from members who have declared disclosable or non-disclosable pecuniary interests under section 33 of the Localism Act 2011.

4. CHAIRMAN'S REPORT

To receive a report (if any) from the Chairman.

5. MINUTES OF PREVIOUS MEETING

To receive the minutes of the previous meeting held on 23rd May 2019, which were approved as a correct record and signed at the Full Council on 11th June 2019.

6. MATTERS ARISING

To consider any matters arising from the above minutes.

7. PUBLIC PARTICIPATION

To adjourn the meeting to permit members of the public to make representations or ask questions on any item of business included on the agenda (maximum time of 10 minutes).

8. TENANTS' COMMENTS

To permit tenants to make representations or ask questions on any item of business included on the agenda (maximum time of 10 minutes). The meeting will then be resumed.

9. WAITING LIST

To consider allocation of any vacant allotment plots.

10. REPORT FROM TOWN COUNCIL

11. REPORT OF ALLOTMENT INSPECTIONS

12. MAINTENANCE

To consider any issues relating to repairs and maintenance.

14. COMPLAINTS FROM ALLOTMENT HOLDERS

13. CORRESPONDENCE

To consider such correspondence received as may require action.

15. NEXT MEETING

To confirm the date of the next meeting: Thursday 18th July 2019 at 10.30 a.m.

EXCLUSION OF THE PRESS AND PUBLIC

(None received at the time of producing the agenda)

In accordance with paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the Council may at any point resolve that the public and press shall be excluded from the meeting during consideration of any items of business on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

Yours faithfully,

Mr J. Robinson
Acting Town Clerk