



**A meeting of the Gift of A. Burrow for Allotments Sub-Committee will be held on  
Thursday 18 July 2019 at 6:00pm at the Town Hall**

*Judy Morris*

**SIGNED:** Mrs Judy Morris (Town Clerk)

**DATE:** 12 July 2019

**Membership:** Councillors: Eileen Andrews, Liza Oxford-Booth, Mel Davey, Ian Findlay, Gordon Guest, Janet Johns, Michael Oxford, Will Jones & Lloyd Knight

**Members of the public are very welcome to attend this meeting**

## **AGENDA**

1. **APOLOGIES:** To receive apologies for absence.
2. **A. Chairman:** To elect a Chairman for this Committee for the 2019-20 Civic year;  
**B. Deputy Chair:** To elect a Deputy Chairman for this Committee for the 2019-20 Civic year.
3. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** Members are reminded of the requirement to declare any interest, including the type of interest and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
4. **PUBLIC PARTICIPATION:** 15 minutes is set aside at the beginning of the meeting to enable members of the public to raise matters which are relevant to the work of the Committee. Up to 3 minutes is allowed for each question. It may not be possible to reply straightaway and the question may only be noted and a written response sent at a later date.
5. **MINUTES:** To approve the Minutes of the meeting held on 9 April 2019 (Appendix A)
6. **REPORT:** To receive background & financial report (Appendix B)
7. **ALFRED BURROW DEED (INDENTURE):** To receive for reference, a copy of the Gift of A. Burrows Deed (Appendix C)
8. **ALLOTMENT POLICY:** To receive an update on the new Allotment Policy.
9. **CULLOMPTON ALLOTMENT ASSOCIATION:** To consider any matters that the Allotment Association wish to bring to the attention of the Trustees.

10. **ALLOTMENT SITE SECURITY:** To consider arrangements for site security (Appendix D)
  
11. **DATE & TIME OF NEXT MEETING:** To confirm the date and time of the next meeting as 15th August 2019 at 6:00pm in the Town Hall.

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**In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend this meeting. Members of the public will only be permitted to speak at the beginning of the meeting during the Public Participation section.**

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