



**A meeting of the Gift of A. Burrow for Allotments Trustees will be held on  
Tuesday 27 October 2020 at 7:00pm**

**Membership:** Councillors E Andrews, J Buczkowski, M Dale, R Dietrich.

The public are welcome to attend this meeting by using the internet, mobile phones or landline phones – please see the links below.

If you are using the internet, please use the following link:

<https://zoom.us/j/99223946759>

To use a mobile telephone, dial:

01314601196,,99223946759# or 02034815237,,99223946759#

To use a landline, dial:

0131 460 1196 or 0203 481 5237 or 0203 481 5240 or 0203 901 7895 or  
0208 080 6591 or 0208 080 6592 or 0330 088 5830

Meeting ID: **992 2394 6759**

**SIGNED:** Joy Norris (Town Clerk)

**DATE:** 22 October 2020

## **AGENDA**

- 1. Apologies**  
To receive apologies for absence.
- 2. Declarations 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.
- 3. 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 per person. It may not be possible to reply straightaway and the question may only be noted and a written response sent at a later date.

- 4. Minutes**  
To approve the Minutes of the meeting held on 19 March 2020 (Supporting Paper A).
- 5. Allotment Finances**  
To receive report detailing financial position (Supporting Paper B).
- 6. Allotment Update**  
To review an overview of the allotment tenancies including the turnover of plots (Supporting Paper C).
- 7. Allotment Policy**  
To consider Policy matters regarding Burrow's Field.
  - a. To consider the draft Allotment Policy for adoption (Supporting Paper D).
  - b. To consider the draft Allotment Agreement for adoption (Supporting Paper E).
- 8. Allotment Maintenance Matters**  
To consider maintenance matters brought to the attention of the Trustees (Supporting Paper F):
  - a. Cutting back of the hedge between Cullompton Cemetery and Burrow's Field.
  - b. Installation of an additional water stand pipe at the lower end of Burrow's Field.
  - c. Removal of waste deposited beneath a tree at the Burrow's Field.
  - d. Provision of a skip for waste removal by tenants from the Burrow's Field.
- 9. Allotment Lease to Cullompton Town Council**  
To consider whether or not Burrow's Field can be leased to Cullompton Town Council for ease of management and for common Policies to be adopted (Supporting Paper G).
- 10. Date of Next Meeting**  
To confirm the date of the next.

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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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