



**YOU ARE HEREBY SUMMONED TO A MEETING OF THE ALLOTMENTS COMMITTEE of RUSTHALL
PARISH COUNCIL**

to be held at The Rackliff Centre on Monday 4th March 2024 at 7.30 pm

Committee Members: Cllr Doug Smith; Cllr E Ellicott; Cllr D Funnell; Cllr P Gripper; Cllr A Funnell; Ms Suzanne French (non-voting member); Mr Alan Farmer (non-voting member) and Mr David Clover (non-voting member)

**Kevin Watson
Allotments Manager for Rusthall Parish Council
23rd February 2024**

AGENDA

No decisions will be taken by the Parish Council on any item not on this Agenda

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting**
- 2. To receive and approve apologies for absence**
- 3. Declarations of Personal and Prejudicial Interests**
- 4. Declarations of Lobbying**
- 5. Minutes of the last meeting:**
 - i. To approve Draft Minutes of meeting held on 4th December 2023**
 - ii. Any matters arising from those meetings which are not already on the agenda**
- 6. Open session for questions from the public:**

(Members of the public will raise their hand when they wish to speak).

*Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be **no** discussion of these items at this stage. Any issue will either be addressed elsewhere in the agenda or, if not already so listed, be referred to at a future meeting of the Parish Council. If you wish to speak at the Public Session, you will have up to three minutes for this purpose, after which you are welcome to stay as an observer but will **NOT** be allowed to participate in the council's discussions*
- 7. Update on All Ability Garden Project at Southwood Road Allotments – Ms S French**
- 8. Update on Grant for All Ability Garden – Cllr Ellicott**
- 9. Agree how All Ability Garden will be publicised and administered**
- 10. Consider request by Crossways Community to install a non-hose attachable tap on the water tank near to their hut on Plot 32 at Southwood Road Allotments**
- 11. Consider quotations to award 3-year Ground Maintenance and Grass Cuttings Contracts starting 1st April 2024**
- 12. Consider quotations to award tree surgery work itemised within the 2023 Tree Survey**

- 13. To approve decisions made by the Committee Chairman in consultation with the Vice-Chair and Allotments Manager with regards Little Loads costs:**
 - i. Southwood Road Extension Allotments. Clearance of brambles, etc. and establishment of clear paths between Plots 5, 5A and 5B - £350.00.**
 - ii. Wickham Gardens Allotments. Clearance of Plot 21 and WGCR2 (old chicken run) and removal of additional non-combustible rubbish with surplus wood placed on communal area bonfire - £375.00.**
 - iii. Wickham Gardens Allotments. Removal of additional non-combustible rubbish for any/all plot holders between 10th February and 1st March 2024 - £500.00.**
 - iv. Southwood Road Allotments. Removal of rubbish discovered and collected by Crossways Community - £250.00.**

- 14. Update on Wickham Gardens Allotments Plot 28 Wild Flower Meadow**

- 15. Update on Waiting List and Vacant Plots**

- 16. To approve Watson and Price, Tree Surgeons proposal to deliver regular wood chippings to Southwood Road Allotments and create a new compost heap from occasional green material towards the rear of Plot 46 – Ms S French**

- 17. To approve spending priorities for the 2024/2025 financial year:**
 - i. Further investment in the development of the All Ability Garden at Southwood Road Allotments.**
 - ii. Proposed purchase and installation of 10-foot x 16-foot community shed/club house from Topwood at Wickham Gardens Allotments - £1,666.00 + VAT.**
 - v. Removal of large overhanging branch over new extended communal area at Wickham Gardens Allotments - £280.00.**
 - vi. Installation of infill for double gates at Wickham Gardens Allotments to badger proof and protect existing dropped kerb at Wickham Gardens Allotments.**

- 18. To confirm this year's judge, date of judging together with date and venue of summer BBQ and prize giving (Saturday 6th July 2024)**

Date of the next meeting: Monday 17th June 2024