

BERKHAMSTED TOWN COUNCIL

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30 June 2020

There will be a meeting of the **Allotment Management Team** to be held via 'Zoom' remote video conferencing on Monday 6 July 2020 beginning at 10 am.

Councillors: P de Hoest
N Woolner

Allotment Reps: John Eaton, Sunnyside
John Fisher, Butts Meadow
Diana Reay, Dellfield
Geoff Halls, Sunnyside
Keely Siddiqui Charlick, Sunnyside Rural Trust

Officers: John Bushby, Town Warden
Tony Noakes, Town Clerk

Janet Mason will also attend.



Tony Noakes
Town Clerk

Members of the public are invited to attend all meetings of the Town Council and it has put in place procedures to facilitate this for virtual meetings.

Anyone wishing to speak at this meeting should contact the Town Clerk for the meeting log in details. Email townclerk@berkhamstedtowncouncil.gov.uk and confirm your name, your address in Berkhamsted and details of any items on the agenda you may wish to speak about. The cut off point for requests to join the meeting is midday on the 3 July 2020.

AGENDA

OPENING MATTERS

AMT 11/20 To Elect the Chair for this meeting due to the absence of the Chair of the Allotment Management Team for 2020/21.

AMT 12/20 **Apologies for Absence**

To receive any **apologies for absence**.

AMT 13/20 **Minutes of the previous Meeting**

- (i) To approve the minutes of the previous meeting held on 27 January 2020 (previously circulated);
- (ii) To review action arising from the previous meeting not covered on the agenda.

AMT 14/20 **Chairman's Communications**

Emails and various telephone conversations received about the theft and/or damage to produce on Sunnyside Allotment (Old)

AMT 15/20 **Public Participation**

To invite any public participation

FINANCE MATTERS

AMT 16/20 **Income and Expenditure Report**

To receive an update on the allotment income and expenditure at 31 March 2020 (to follow – at the time of sending the agenda the accounts for 2019/20 are being finalised and subject to audit).

ALLOTMENT MATTERS

AMT 17/20 To consider, as appropriate, allotment and plot inspection reports and other current matters at:

- (i) Dellfield (DR)
- (ii) Sunnyside Old and Sunnyside New. (JE)
- (iii) Butts Meadow (JF)
- (iv) Sunnyside Rural Trust (KSC).

NB, JM will circulate updated Colony waiting lists and vacancy reports prior to the meeting. This will be by e-mail to allotment reps.

AMT 18/20 Allotment Rental Costs for 2020/21

Discuss and agree any changes to plot/water charges for 2020/21 to enable a recommendation to be made to the next meeting of full council on 20 July 2020 (JE).

AMT 19/20 Warning letter policy for poor upkeep of plots or non-payment during Covid – 19 crisis

Discuss and agree any changes to the 'relaxed' management regime of our plot holders who have not attended their plots or made payment during the current Covid-19 crisis (JF).

AMT 20/20 Update on Finance and Allotment Officer vacancy

AMT 21/20 Close of meeting

TN 30-06-20