



ANDOVER TOWN COUNCIL

Allotments Committee

The Guildhall, Andover

7th Feb 2024 - 6:30 PM

To the Members of Andover Town Council Allotments Committee:

You are hereby summoned to attend a meeting when it is proposed to transact the following business:

AGENDA

ITEM	DETAIL	Item Lead	Enc.
1. Public session	To receive questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	Chairman	
2. Apologies	To note apologies for absence.	Chairman	
3. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chairman	
4. Minutes	To approve the minutes of the last meeting.	Chairman	✓
5. Allotment Officers' Report	To review a report provided by the Allotment Officers and consider if any extra action should be taken.	Chairman	✓
6. New Tenants	To consider checklists produced for new tenants, and to suggest any amendments.	Chairman	✓
7. Allotment rents	To note the current financial position on rental collections and water invoice collections. (Report to be provided on the day.)	Chairman	✓
8. Water bills.	To note questions received from tenants and answers given by the Town Clerk in relation to water bills. <ul style="list-style-type: none"> a. Tenant from Ox Drove b. Tenant from Churchill Way c. Tenant from Barlows Lane 	Chairman	✓
9. Issues	To receive an update on complaints from properties alongside allotment sites. <ul style="list-style-type: none"> a. Barlows Lane b. The Drove 	Chairman	✓
10. Tree issues.	To note a report on the following: <ul style="list-style-type: none"> A. Admirals Way – Tree by Young Carers. B. Tree Assessment Training for Officers. 	Chairman	✓
11. Tree Surveys	A. To note the Tree surveys reports received: <ul style="list-style-type: none"> i. Mylen Road ii. The Drove iii. Vigo Road iv. Barlows Lane v. Old Winton Road vi. Admirals Way 	Chairman	✓

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	vii. Churchill Way B. To note actions taken. C. To approve delegation for tree works quotations.		
12. Dogs on Sites	To consider correspondence received from a tenant at Barlows Lane in relation to Dogs on sites.	Chairman	✓
13. Priorities	To receive an update on the works planned.	Chairman	✓
14. EDGE	To note the reports that EDGE can produce.	Chairman	✓
15. Next meeting	To note the date of the next meeting is Wednesday 17th April 2024 to be held at The Upper Guildhall, Andover, at 6.30pm.	Chairman	✓

Signed: *Gail Foster*, ILCA, CiLCA. Responsible Financial Officer & Proper Officer, 31st Jan 2024.