



ANDOVER TOWN COUNCIL

To the Members of the **Allotments Committee**:

Cllr Kevin Hughes (Chairman), Cllr Alan Cotter (Vice Chairman), Cllr Carol Bartholomew, Cllr Geoff McBride, Cllr Josie Msonthi, Cllr Barbara Long, Cllr Veronika Pond, Cllr Richard Rowles
(copies to all other Members of the council)

You are hereby summoned to attend a meeting of the **ALLOTMENTS Committee** to be held at Town Council Offices, 66c, High Street, Andover on **Thursday, 30th June at 7.30 pm** when it is proposed to transact the following business:-

Wendy Coulter - Town Clerk
23rd June 2016

THERE IS NO DISABLED ACCESS TO THE TOWN COUNCIL OFFICES – PLEASE CONTACT THE TOWN CLERK THREE DAYS PRIOR TO THE MEETING IF YOU REQUIRE ACCESS.

7.00pm SURGERY TIME FOR ALLOTMENT HOLDERS

1	Apologies To receive and accept apologies for absence
2	Declarations of Interest To receive Declarations of Interest as per the Town Council's Code of Conduct
3	Minutes To approve the Minutes of the previous meeting held on 26 th April 2016 Appendix A
4	Follow up from previous meeting To receive a report on actions taken to address issues raised at previous meeting – report attached at Appendix B
5	Community Weekend/National Allotments Week Update on community weekend/National Allotments
6	Test Valley/Andover Town Council in Bloom Request for working groups to judge Allotment Sites
7	Newsletter Update regarding the newsletter
8	Officer update/Warden Reports

	To receive a report on highlighting positive feedback from Allotment Holders – Appendix C
9	Rules & Regulations Updated version of Rules and Regulations to be approved by committee – Appendix D
10	Tree Survey Update on Tree Survey
11	Maintenance Contractor Update on Grass & Grounds Ltd
12	Quotations for repair work to Old Winton Road Update on entrance track on Old Winton Road
13	Storage Facilities To update committee on the storage facilities
14	Solar Panels/Bore Holes Update on funding for Solar Panels & Bore Holes – Report to follow
15	Exclusion of the Press & Public To pass a resolution to exclude the press & public from the meeting at item 16 due the consideration of confidential contractual matters.
16	Contractual Matters To consider confidential contractual matters relating to the Town Council Allotments.

The Chairman will close the meeting.