



# Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

22nd June 2023

To all committee members

You are summoned to attend a  
**Allotment Committee Meeting**  
on Saturday 24th June 2023 at 2.30pm,  
at Kingshurst community garden  
Fordbridge Road B37 6BX

*Committee Members: Cllr J Edwards, Cllr L Browning and Cllr L Baillie*

*Paula Coyle*

Paula Coyle

Clerk to Kingshurst Parish Council

## Agenda

1.	<b>Welcome and Housekeeping</b>
1.1.	General housekeeping.
2.	<b>Election of allotment chairman</b>
2.1.	<b>Election of chairman</b>
2.2.	<b>Co-option of committee members.</b>
3.	<b>To receive apologies.</b>
4.	<b>To receive members' declarations of disclosable (pecuniary and other) interests.</b>
5.	<b>To approve the Minutes of the last Allotment Committee Meeting held on 13<sup>th</sup> April 2023.</b>
6.	<b>Allotment Committee meeting dates and location</b>
6.1.	To Approve: Allotment Committee Terms of reference
6.2.	To confirm Allotment committee dates for year 23/24
6.3.	To confirm the location of the Allotment committee meetings.
6.4.	To arrange a plot holders meeting plan for the year 23/24.

6.5.	Community day end of July ( Bug Hotels ). <u>Saturday 29th July</u>
7.	<b>Allotment Finance/ Budget 23/24</b>
7.1.	Allotment Finance report
7.2.	Allotment maintenance plan for the year ahead.
7.3.	Action and decision on the usage of the end plot
7.4.	All plots to be numbered.
7.5.	Inspection of plots.
8.	<b>Community garden:</b>
8.1.	To receive a report from Cllr Frampton.
8.2.	Volunteers: Jamie and Kerry Cllr Frampton to give update
8.3.	Committee decision on Community garden plan for year 23/24.
8.4.	Working Party: Clear guidelines to be agreed in writing by the working party and the Committee
9.	<b>Public Participation</b>
9.1.	To adjourn to allow public participation for 10 minutes. Residents are requested to give their views and question the Allotment committee on items on this agenda or raise issues for future consideration at the discretion of the Chairman.
10.	<b>Date of the Next Meeting:</b> Saturday 15th October, The Community garden @ 2pm

## Committee meetings 23/24

*Councillors are encouraged to submit topics, motions at least one week prior to the meetings to the clerk or the chairman.*

<b>Date: 24th June</b> Time 2.30pm Saturday <b>Community garden.</b>	Allotment/ Garden Elect a chairman.	Cllr J Edwards, Cllr L Baillie and Cllr L Browning,
<b>September</b>	<b>September</b>	<b>September</b>

<b>Date: 15th October</b> Time 2 pm Saturday <b>Community garden.</b>	Allotment/Gardens	Cllr J.Edwards, Cllr L Baillie, Cllr L Browning
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<b>Date: 10th December</b> Time 2pm Saturday <b>Pavilions.</b>	Allotment/Gardens	Cllr J.Edwards, Cllr L Browning, Cllr L Baillie Time
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<b>Date: 10th February</b> Time 2pm Saturday <b>Pavilions.</b>	Allotment/Gardens	Cllr J.Edwards, Cllr L Baillie , Cllr L Browning
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<b>Date: 6th April 23</b> Time 2pm Saturday <b>Pavilions.</b>	Allotment/Gardens End of term report.	Cllr J.Edwards, Cllr L Browning , Cllr L Baillie
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