



NORTHCHURCH PARISH COUNCIL

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NORTHCHURCH PARISH COUNCIL – ALLOTMENT COMMITTEE

The next meeting of this committee will take place on **Monday 25th September 2023** commencing at **7.30 PM**, at Sunnyside Rural Trust New Road Northchurch HP4 1NJ

Members

Councillors

Cllr Michela Capozzi
Cllr Gordon Godfrey
Cllr Neil Pocock
Cllr Lyndsey Abercromby
Cllr Parul Dix

Lower Site Representative

Eileen Shovelton

Upper Site Representative

Paul Coleman

Sunnyside Rural Trust Rep

Matt Felix

Parish Clerk

Usha Kilich

AGENDA

AC/01/23 Apologies for absence

AC/02/23 Declaration of Interest

AC/03/23 To approve the Minutes from 15th September 2022 (DRAFT Copy circulated)

AC/04/23 Report from Upper Site Representative Paul Coleman

AC/05/23 Report from Lower Site Representative Eileen Shovelton

AC/06/23 Clerk to report on the waiting list

AC/07/23 Chair's Report

- i. Update on October 23 rent fees, NAA annual fee, and new deposit payment for new tenants
- ii. Update on works at the allotments:
 - a. Entrance gate on upper site
 - b. Hedgerow reduction on upper site
 - c. Deer Fence
 - d. Plot number signs

AC/08/23 Cllr Capozzi proposes to approve the following amended documents:

- i. Allotment Rules
- ii. Allotment Conditions of Cultivation
- iii. Allotment Dispute Policy
- iv. The new allotments "Welcome Letter"

AC/09/23 Cllr Capozzi proposes to approve the introduction of the 2-tier deposit scheme for new tenants

AC/10/23 Upper Site Sunnyside Rural Trust Report

AC/11/23 Future projects at the allotments:

- a. Soakaway outside the upper allotments
- b. Additional speed humps on the upper allotment road
- c. Installation of water butts, and water troughs on both sites
- d. Review of maintenance requirements on the lower site
- e. Visibility mirrors opposite upper site entrance
- f. Allotment gate on the lower site