

## MINUTES OF THE ALLOTMENT SUB-COMMITTEE

Meeting held on **Tuesday 29 November 2017** at **7.05pm** at the Parish Office

### Present:

Councillors Fitzwilliams (Chair), Ms Gierth, Dr Haffegge

In attendance: Jason Mawer (Parish Clerk)

### ES08. Apologies for Absence

Cllr Ms Thorin

### ES09. Declarations of Interest

No declarations of interest were made aside from Cllr Dr Haffegge who advised that he is on the allotment waiting list.

### ES10. To Receive Updates on Progress

Allan Moffatt at BTC had been contacted for a quotation to carry out the works specified.

A draft budget for the allotment site was prepared with the following estimates:

Fencing	£11,000	
Ground clearance	£12,000	
Contingency	£2,000	
Sub total	£25,000	
Cap park	£4,000	
Contingency	£1,000	
Sub total	£5,000	
Site fit-out (utilities, sheds, outbuildings)	£40,000	
Contingency	£5,000	
Sub total	£45,000	
Total		£75,000

The Clerk was asked to draft policy statement for allocations

The Clerk was asked to book places on the SLCC allotment course for the Clerk and Cllr Ms Gierth.

**ES11. Date of next meeting**

No meeting date was set, although an update would be discussed at the January Environment Committee meeting.

**ES12. Closure of the meeting**

The meeting closed at 7.50pm.