



Bishop Auckland Town Council

Kingsway Court, 54 Kingsway, Bishop Auckland, Co. Durham DL14 7JF

Tel: 01388 207110 Email: council@bishopauckland-tc.gov.uk

Website: www.bishopauckland-tc.gov.uk

Mayor: Michael Siddle

Town Clerk: Sarah Harris

30 March 2023

To all Members of the Allotment and Environment Committee

Cllr J Blackburn (Chair), Cllr S Zair, Cllr H Balmer-Howieson, Cllr Michael Siddle and Cllr Andrew Legge

Dear Councillor

You are hereby summoned to attend a meeting of **Allotment and Environment Committee on Thursday 6th April 2023 at 5:00pm**. The Meeting will take place at **Town Council Offices, 54 Kingsway, Bishop Auckland, DL14 7JF**.

Members of the Public and Press are welcome to attend. However, in light of room capacity we ask that where possible people are asked to register attendance to do so please call 01388 207110 or email council@bishopauckland-tc.gov.uk by 5pm on Wednesday 5th April 2023. The Chairman advises members of the Council and the public that the meeting or part of the meeting may be recorded by audio and may be by video.

Yours sincerely

Sarah Harris, Clerk to the Council

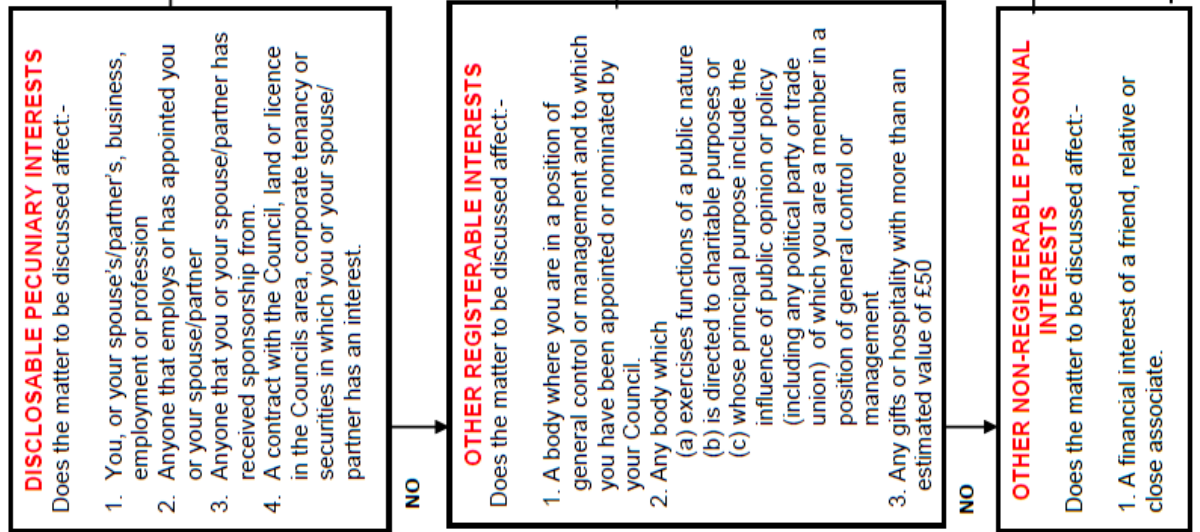
1. **Apologies for absence** - To receive apologies and approve reasons for absence.
2. **Declarations of interest** - To record declarations of interest from members on any item on the agenda, including any interest prejudicial or personal as recorded on the Members register of interests.
3. **Minutes of the previous meeting** - 22 November 2022 Allotment and Environment Committee Meeting.
4. **Allotment Mapping Update** – Phase 1 – David Banks, NCAA
5. **Report of the Town Clerk:** Report from the Town Clerk to cover:
 - General Allotment Update
 - 2022-12 Tenancy Update
 - Waiting list and Vacant Plots
 - Community Engagement – Green Fair and Best Allotment
 - Site Visits & Inspections
 - Record Keeping
 - Association Relationships and Agreements
 - Maintenance Plans
 - Water Costs
6. **Public Participation** - To hear from any members of the public subject to **Public Participation Policy**¹.

Exclusion of Press and Public In accordance with the provisions of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining item on the agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

¹ The policy is available on the website at <https://bishopauckland-tc.gov.uk/council/constitution-and-policies/>

7. Appeal Hearing Update
8. Lease Agreement
9. Allotment Management Strategy

DO I HAVE AN INTEREST?



This flowchart provides assistance for Councillors to help determine whether you have an interest in a matter being discussed at a Council meeting.

However it is a Councillors own responsibility to comply with the Code of Conduct and declare an interest where appropriate.

Failure to disclose or register a Disclosable Pecuniary Interest is a criminal offence under section 34 of the Localism Act 2011.