



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

Town Clerk: Sarah Harris

4 September 2025

To all Members of the Allotment and Environment Committee

Cllr M Siddle (Chair), and Cllr R Elliott, Cllr J Fox, Cllr M Harker, Cllr A Legge, and Cllr L Zair

Dear Councillor

You are hereby summoned to attend a meeting of **Allotment and Environment Committee** on **Wednesday 10 September 2025 at 5.30pm** 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 midday Tuesday 9 September 2025.

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

S Harris

Sarah Harris

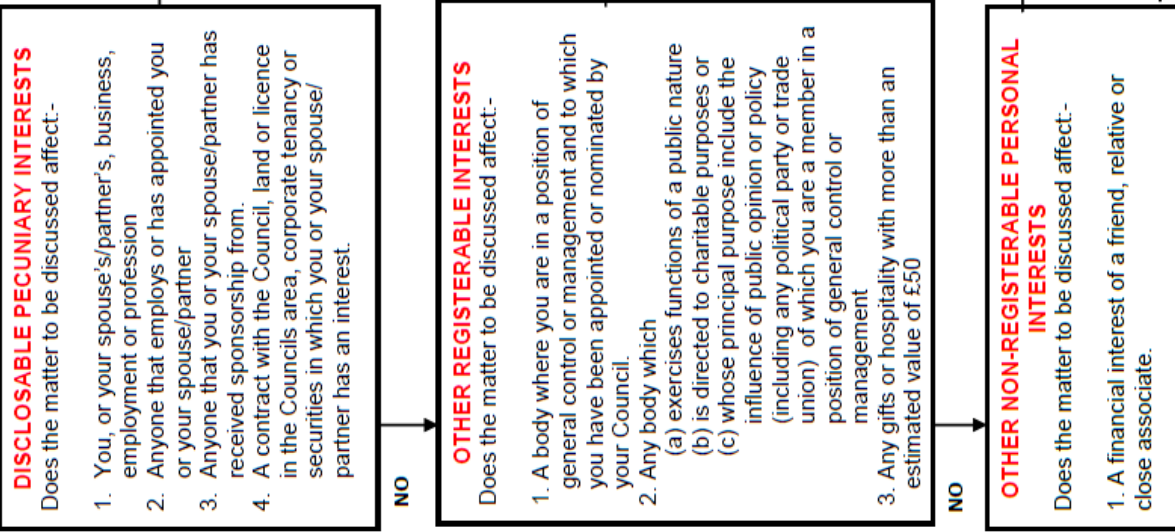
Clerk to the Council

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. **Action log**
4. **Allotments**
 - a. Allotment landscape (waiting lists, plot vacancies, etc)
 - b. Summer 2025 inspection summary & enforcement update (data)
 - c. Tenancy 2025-26
 - i. Rules and Regulations updates including supplementary policies
 - d. Site Works
 - i. Gate at Woodhouse
 - ii. Water at Mill Race & future maintenance charge 2025 onwards
 - iii. Autumn works programme including tree works
 - e. Proposed Association meeting schedule
 - f. Allotments Awards 2025
 - g. Transfer of in year tenancy funds
 - h. Rent rates for 2026-27
5. **Environment**
 - a. Floral Displays
 - b. Partnership working 2025 onwards

6. **Public Participation** - To hear from any members of the public subject to¹.
7. ***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.***
8. **Strategy and Action Plan Development**
- a. TOR for working party for allotment strategy & appointment to the working group
 - b. Strategy and action updates including process with Secretary of State and leases

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

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.