

HARWICH TOWN COUNCIL
Guildhall, Church Street, Harwich, Essex, CO12 3DS
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Assistant Clerk: Maree Ratcliffe

Allotments Committee Agenda

A meeting of the
Allotments Committee
to be held at
The Guildhall, Church Street, Harwich
on
Tuesday 16th June 2026 at 7.00pm

Public Question Time: 15 minutes will be available for members of the Public to ask questions in relation to items on the agenda **only**.

AGENDA

1. Apologies for Absence

To receive apologies for absence

2. Declarations of Members' Interests

To receive any 'Pecuniary' or 'Other/Non-Registrable' interests relating to items on the agenda.

3. Election of Vice-Chair

To elect a vice chair for the 2026/2027 Municipal Year.

4. Minutes of the Last Meeting

To approve as a correct record the Minutes and Confidential Minutes of the Allotments Committee meeting held 4th March 2026.

5. Matters Arising from the Minutes

A042/25 Smaller Allotment Plots – To consider splitting larger plots into smaller ones to fit in with modern day living.

6. Matters Arising from Previous Minutes

7. Vacant Plots/Waiting List/Notices to Quit

8. Site Representative Reports

9. Budget Update

Clerk to provide an update on income and expenditure.

10. Allotment Rents

To review allotment rents and set for 2027/2028.

11. Matters Received in the Post, to be Reported or Raised by Members

- To note expenditure of £25 under delegated authority to clear door frame and broken glass from plot at The Redoubt, expended from the Grounds Maintenance budget.

12. Time and Date of Next Meeting

The next meeting of the Allotments Committee is on the **23rd July** at **7.00pm** at **The Guildhall, Church Street, Harwich.**

13. Exclusion of Public and Press

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is to be closed to the press and public for the transaction of the under-mentioned business:

- Cost Recovery Update

14. Cost recovery update

To provide an update on the current situation with recovery of costs and consider reviewing the cost recovery procedure.

Dated:

Maree Ratcliffe

Ms Maree Ratcliffe
Assistant Clerk to the Council