



# Rustington Parish Council

Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB

Tel: 01903 786420 Fax: 01903 788736

E-mail: [enquiry@rustingtonpc.org](mailto:enquiry@rustingtonpc.org)

Website: [www.rustingtonpc.org](http://www.rustingtonpc.org)

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29 September 2020

Dear Councillor (and Parishioners for information)

## **ALLOTMENTS COMMITTEE**

YOU ARE HEREBY SUMMONED to attend the Meeting of the above Committee to be held on **Monday 5 October 2020 commencing at 6.00 pm.**

Please note that due to the current Coronavirus (Covid-19) Pandemic, this Meeting will be held remotely (via Microsoft Teams) and is to be delivered within 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

**Public Questions:** Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Monday 5 October 2020 at 9.00 am**, either in writing delivered to the Parish Council Offices, via email to: [enquiry@rustingtonpc.org](mailto:enquiry@rustingtonpc.org) or by telephone: 01903 786420.

**Meeting Access:** To attend the (remote) Meeting, please use the following link: <https://bit.ly/369yaet>

Yours sincerely

Clerk of the Council

**To: All Members of the Allotments Committee and other Members for information**

## **A G E N D A**

1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for Absence



QUALITY  
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COUNCIL

**Working for the local Community**

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VAT Registered: 946 2052 29

4. Declarations of Interest

*Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this Agenda*

*You should declare your interest by stating:-*

- (a) the item you have the interest in*
- (b) whether it is a personal interest and the nature of the interest*
- (c) whether it is also a prejudicial/pecuniary interest*
- (d) if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak during the Public Question Time*

*You then need to re-declare your interest at the commencement of the item or when the interest becomes apparent*

- 5. To approve the Minutes of the Meeting held on 6 January 2020  
(Copy attached)
- 6. To consider further such matters as arise from the Minutes
- 7. Update on Allotment Management during the Covid-19 Lockdown for the period March-September 2020 - To consider a Report from the Deputy Clerk of the Council  
(Copy attached for Members)
- 8. Resumption of Allotment Inspection Regime - Deputy Clerk to report
- 9. Replacement of the entrance gates at the Conbar Avenue Allotment Site - To consider an estimate received from R J Meaker Fencing Limited and Deputy Clerk to report  
(Copy attached for Members)
- 10. Income and Expenditure for 2019/2020, 2020/2021 and 2021/2022 - To consider a Report prepared by the Clerk of the Council  
(Copy attached for Members)
- 11. Urgent matters arising, for information only, since the preparation of this Agenda
- 12. Date of Next Meeting - Clerk to report