

19 December 2018

Dear Councillor (and Parishioners for information)

ALLOTMENTS COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Monday 7 January 2019** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 6.15 pm.** (Please use the Council Offices' entrance at 34 Woodlands Avenue).

Please note later start time.

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. Apologies for Absence
2. Declarations of Interest

Members 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 prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent

3. To approve the Minutes of the Meeting held on 8 October 2018
(*Copy attached*)
4. To consider further such matters as arise from the Minutes
5. Site Inspections - Progress Report
6. Vacant Plots - Current Position - Clerk to report
7. Urgent matters arising, for information only, since the preparation of this Agenda
8. Date of Next Meeting - 8 April 2019