EUXTON PARISH COUNCIL

NOTES of an informal virtual ALLOTMENT COMMITTEE meeting held on 8th July 2021.

Councillors present:

Cllr C Jones (Chair)	Cllr N Hall	Cllr K Reed
Cllr E Jones (Vice Chair Project Mgr)	Cllr J Matson	Cllr D Rigg
Cllr P Fellows	Cllr A Oddy	

Officers present: D Platt, A Platt, A Mayoh

1.   Apologies

Received from Cllr D Rigg (joined meeting later). Cllr Tune received.

Cllr Oddy's apologies are to be added to the notes of the previous meeting.

2.   Update on progress with Chorley Council lease and s.106 agreement process

The lease has been signed, finalised and returned. The s.106 agreement confirming the funds to be spent only on elements on the allotment site has been received and is to be signed.

3.   Report on progress of the site and additional request recommendation

An update was provided by the Project Manager. Work is on schedule for completion by the end of July. The Project Manager proposed the Council be asked to provide additional funding of £17,500 to provide 2 additional half plots, a refurbished building, a refurbished storage container and provision of electricity services.

The Clerk was instructed to include a request for additional funding on the next Full Council agenda.

4.   Rent collection method

The Clerk was instructed to arrange collection of rents by variable amount direct debit with a service company.

5.   Future rent setting   Cllr Rigg joined the meeting

Rent increases will be set annually using whichever is the greater of RPI and CPI as at 1st September each year. Plot holders to be notified of the increase, implemented in April the following year, by October. This is to take effect from the April 2023 payment.

6.   Any other items which need attention or research

Plot holders are expected to take over their plots from 1 August. The official opening event is to be postponed until sheds have been erected on the plots – possibly in to September.

7.   Date of next meeting

Thursday, 5 August 2021 (virtual).

Informal meeting closed 7:55pm