



Fleetwood Town Council

Onward to a Better Future

Allotment Committee Meeting

Tuesday 21st April 2026 at 6pm

Warrenhurst Hall, Warrenhurst Road

Robbie Raynor (Chairman) – Signature:

AGENDA

071	Opening of the meeting – <i>Chairman</i> .
072	To receive and record apologies – <i>Chairman</i> .
073	To review and approve the minutes from the previous meeting, held 20 th March 2026 – <i>Chairman</i> .
074	To record Disclosable Pecuniary Interests from members (including their spouses, civil partners or partners) in any item to be discussed. Committee members MUST NOT make representations or vote on the matter therein – <i>Chairman</i> .
075	To record Other (Personal or Prejudicial) interests from members in any item to be discussed. Committee members should state if they need to bar themselves from discussion and voting on any related matters – <i>Chairman</i> .
076	Introduce Dennis Ashley, Regional Representative from National Allotment Society – <i>RH</i> .
077	Tenancy agreement and policies to be handed out/mailed – <i>RH</i>
078	Update on vacant plots/waiting list – <i>RH</i>
079	Update Defibrillator – <i>RH/WT</i>
080	Update regarding soil testing quote from Soil Ex - <i>RR</i>
081	To discuss setting meeting dates for the rest of the year – <i>RH</i> .
082	To discuss update regarding Committee policy - <i>RH</i>



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084	General points for discussion – <i>Chairman / All</i> . • Tree update
085	To set a date and time for the next meeting – <i>Chair / All</i> .

APPENDIX A

Standing Guidance for Committee Business

1. All decisions resulting in actions to be taken by council staff or individual members to be made from an agenda item, approved by majority vote, and brought in good time to carry out the committee's request.
2. Action points may be given to office staff directly. Any actions for other individuals who are not committee members should be taken by a member to approach that person, i.e. "The Chairman to ask Cllr xxx to assist with seeking volunteers for xyz".
3. Any financial or legal issues to be discussed and agreed on in an open and publicly accessible meeting of the committee. Decisions on these matters cannot be made by email or in private meetings. Any issues or uncertainties should be referred to the clerk for advice.
4. All proposals involving a cost of over £300 normally require at least 3 quotes to be obtained, and sufficient time must be allowed for staff to obtain for the quotes, for the committee to consider. Committee members should discuss with the clerk who will be happy to provide advice on the way forward.