



Fleetwood Town Council

Onward to a Better Future

Allotment Committee Meeting

Tuesday 23rd June 2026 at 6pm

Rossall Room, North Euston Hotel

Rebecca Hove (Assistant Clerk) – Signature: R. Hove

AGENDA

100	Opening of the meeting – <i>Chairman</i> .
101	To discuss update regarding Committee policy - <i>RH</i>
102	To inform tenants of result at Full Council AGM regarding Committee. <i>RH</i>
103	For Councillors and Committee members to sign Committee policy. <i>All Cllrs and members</i> .
104	To receive and record apologies – <i>Chairman</i> .
105	To review and approve the minutes from the previous meeting, held 19th May 2026 – <i>Chairman</i> .
106	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> .
107	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> .
108	Update regarding soil testing quote from Soil Ex - <i>RR</i>
109	Lone Working Policy - <i>RH</i>
110	Update Emergency contact list (out of hours contact) - <i>RH</i>
111	General points for discussion – <i>Chairman / All</i> .



Fleetwood Town Council

Onward to a Better Future

	<ul style="list-style-type: none">• Reminder regarding feeding the birds – <i>RR</i>• No BBQ's/fires on allotment - <i>HR</i>
112	To set a date and time for the next meeting – <i>Chair / All</i> . Next meeting: Tuesday 14 July at 6pm, Rossall Room, North Euston Hotel

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.