

HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY



28 November 2013

To: Councillors Dr Leadbeater (Chairman), Mrs Linacre and Mrs Vincent
East Harpenden Gardening Club Mr Jack Longdon, Chairman
South Harpenden Allotments Ms Lin Norman, Chairman
and Gardens Society

You are hereby summoned to the **MEETING** of the **ALLOTMENTS WORKING PARTY** to be held on **WEDNESDAY 4TH DECEMBER 2013** in **THE COUNCIL CHAMBER, TOWN HALL, LEYTON ROAD, HARPENDEN** commencing at **10am**.

John Bagshaw
Town Clerk

AGENDA

1. **APOLOGIES**

2. **DECLARATION OF INTEREST**

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

You should declare at this part of the meeting your interest by stating:

- (a) the item you have the interest in
- (b) whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- (c) whether it is a personal interest and the nature of the interest

3. **CHAIRMAN'S REPORT AND URGENT ITEMS**

4. **PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 61**

5. **ANNUAL ALLOTMENTS INSPECTIONS**

- 5.1 To receive the notes of the annual inspection of East Harpenden Gardening Club allotment sites that took place on 25 July.

Attached as **Appendix A**

JOHN BAGSHAW – TOWN CLERK

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- 5.2 To receive the notes of the annual inspection of South Harpenden Allotments and Gardens Society allotment sites that took place on 29 August.

Attached as **Appendix B**

6. ALLOTMENT ACCOUNTS SUMMARY/GRANT SUBMISSION

- 6.1 East Harpenden Gardening Club. Attached as **Appendix C**

- 6.2 South Harpenden Allotments and Gardens Society. Attached as **Appendix D**

7. 2014-2015 ALLOTMENT GRANT

- 7.1 At the environment meeting held on 20 November 2013 Members considered a report regarding allotment grants and it was **RESOLVED**:

not to reduce the grant sum for 2014/15.

8. USE OF METRIC

Harpenden Town Council has received a request to display all Allotments rents and plot measurements be written in Metric. Please can all publications or websites be updated as soon as possible. Metric must be primary. If non-metric units are used they must be secondary.

Example

Correct:

"16 pence per square meter"

"16 pence per square meter (£4 per pole)"

incorrect:

"£4 per pole"

"£4 per pole (16 pence per square meter)"

"£4 per pole (a pole is 25 square meters)"

9. CROSS LANE UPDATE

South Harpenden Allotments and Gardens Society to update the committee on progress with creating a wild meadow and installing a compost toilet at cross lane site.

10. OAKLEY ROAD AND HEATH CLOSE ALLOTMENTS UPDATE

Update on the devolving of Oakley Road and Heath Close allotments from St Albans District Council.

11. CLUB AND SOCIETY REPORTS

12. Close