



SACRISTON PARISH ALLOTMENT ASSOCIATION

Minutes of the extraordinary meeting held on Monday 23rd January 2023 at 6.30pm In The Fulforth Centre

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr G Ludlow, Cllr R Sharp and Miss C. Wilson (Clerk)

Apologies: Cllr R Harrison, Cllr E Waldock and Cllr J Barrett

Item No:

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| 1. | Introductions and Apologies | <p>The Chair opened the meeting at 6.30pm and welcomed everyone.</p> <p>Apologies received and accepted from Cllr R Harrison, Cllr E Waldock and Cllr J Barrett.</p> |
| 2. | Discuss and Review the Tenancy Agreement | <p>The tenancy agreement has been reviewed. It was agreed that we are to use Durham County Council and The National Allotment Society's agreements as templates and amend our agreement accordingly. Cllr Dixon is to amend the agreement and will send to panel members for their approval.</p> <p>Members discussed the proposal of a rent increase as rent had not been increased for some time and the cost of utilities (water) is now increasing. It was agreed that current plot holders are to be provided with 12 months' notice at the AGM of the rent increase however, any new plot holders will be charged the new rental amount. The new rental amount is £30 and £25 for over 65's.</p> <p>Inspections will be changed and now take place in April, June and September.</p> |
| 3. | Discuss AGM and confirm agenda | <p>The AGM will take place on Monday 6th February at 6.30pm. We are to hold the allotment meeting at 6pm. There will be no HR and Finance meeting on that evening.</p> <p>Rent collection dates to be proposed are Wednesday 8th March and Tuesday 14th March 2023 between 6pm – 8pm in The Fulforth Centre.</p> |
| 4. | Meeting Close | <p>Meeting closed at 7.05pm</p> |

Agreed and signed by Chair of Allotment Association..... Date