



**To all members of the Allotment Working Group
of Westgate-on-Sea Town Council**

You are hereby invited to attend the meeting of the Allotment Working Group

on Wednesday 30th March 2022 commencing at 6.30pm

at the Town Council Offices, 78 St Mildreds Road, Westgate-on-Sea CT8 8RF for the purposes of considering and passing such recommendations as may be deemed necessary or desirable in respect of the matters contained within the Agenda.

Signed:

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a wavy line.

Finance Assistant

Allotment Working Group Members: Mr T Whiting (Chairperson); Mrs S Stewart (Vice Chairperson); Cllr P O'Connor; Mr N Sinclair-Jones; Mrs Longley; Mrs Gibbs

- 1. To receive and accept apologies for absence and substitutes**
- 2. Minutes**
To receive and approve the minutes of the meeting held on Wednesday 17th November 2021 (Copy attached – Appendix A)
- 3. Town Council Update**
Finance Assistant to update on allotment waiting list.
- 4. Water Switch On 2022**
Finance Assistant to update on water switch on.
- 5. Allotment Association Update**
Chair of the Allotment Association to update on the Association meeting held on 25th March 2022.
- 6. Informal Inspections**
Finance Assistant to update on the informal inspections which took place in early March 2022 by both Site Representatives.
- 7. Public Participation Session**
The meeting will adjourn to allow 15 minutes for the purposes of public participation. Subject to standing order 3(f) a member of the public shall not speak for more than 3 minutes and in accordance with standing order 3(e) a question shall not require a response at the meeting nor start a debate on the question. Any request to speak must be emailed of the Finance Assistant by 2.30pm on Friday 25th March 2022.
- 8. Next Meeting**
25th May 2022