



Mrs J Nolan  
Clerk to the Council

The Parish Council Community Centre  
Bell Lane, Ackworth  
Pontefract, WF7 7JH

Tel: 01977 611583

E-mail: [clerk@ackworthparishcouncil.gov.uk](mailto:clerk@ackworthparishcouncil.gov.uk)

3 March 2025

Dear Resident

You are invited to attend a Meeting of the Allotment Subcommittee which will be held on **FRIDAY 7 MARCH 2025, AT THE PARISH COUNCIL COMMUNITY CENTRE, BELL LANE, ACKWORTH, COMMENCING AT 10AM.**

Yours Faithfully

Jemma Nolan  
Clerk

#### AGENDA

1.	To receive apologies for absence
2.	Declarations of Interest and Dispensations  2.1. To receive declaration of interest from Councillors on items on the agenda 2.2. To receive written requests for dispensations for disclosable pecuniary interests (if any) 2.3. To grant any requests for dispensation as appropriate
3	To note the resignation of Cllr Suzy Sherratt from this Subcommittee and elect a Vice Chair
4	To note the minutes from the meeting held on 1 November 2024
5	Pest Control  5.1 To discuss a process for tenants using rat traps and how this will be managed, for recommendation to council 5.2 To receive costs for a bulk order of rat traps
6	Budget  6.1 To receive an updated budget report
7	Council Administration  7.1 To receive a copy of the updated Rules and Regulations in line with agreed recommendations 7.2 To receive a draft copy of an Inspection and Termination Policy, for review and recommendation to council 7.3 To review new lettings and the waiting list

8 Brackenhill Allotment Association

- 8.1 To receive a request from Brackenhill Allotment Association for a skip
- 8.2 To receive updates from Brackenhill Allotment Association

**9 TO CONSIDER FOR APPROVAL THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED ON THE FOLLOWING AGENDA ITEMS. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960)**

10 Confidential Items

- 10.1 To receive an update on tenancy renewal
- 10.2 To receive an appeal letter from a tenant and decide a course of action
- 10.3 To discuss the plot inspections held on 5<sup>th</sup> March 2025 and to receive an update on actions taken since the last meeting, and decide a course of action

Deferred Items from November Meeting

- 10.4 To receive correspondence from a tenant and decide a course of action
- 10.5 To make recommendation regarding the ongoing management of unkempt plots; to include consideration of a non-refundable deposit and letting of quarter plots