

**NOTICE OF MEETING**

You are hereby summoned to a meeting of  
Yarm Town Council Allotments Committee  
to be held at

**Challoner House, Challoner Rd.,  
Yarm TS15 9EL**

**Date & Time: 4.15pm  
Friday, 1st November 2024**

Members of the public are invited to  
attend the meeting

**SIGNED: Juliet Johnson, Proper Officer to YTC**



Yarm Town Council  
Town Hall  
High Street  
Yarm  
TS15 9AH

In accordance with the Openness of Local Government Bodies Regulations 2014, photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted; the Chair will notify those present of this at the start of the meeting and ask whether they agree to be filmed, recorded or photographed

## Yarm Town Council Allotments Committee

### AGENDA

1. **Apologies for absence**
2. **Code of Conduct | Declaration of Interest | Dispensation:**
  - a) To record declarations of interest from members of any item to be discussed
  - b) To consider, vote upon and record any requests for dispensation
3. **Matters arising from the previous meeting** - ALL
4. **Items of Business:**
  - 4.1 **Issuing of Notices to Quit - 4 allotments** - Cllr Pybus
  - 4.2 **Update on Tenancies, Transfers & Waiting List** - Cllr Pybus
  - 4.3 **Update: New Tenancy Agreements, Notification, Co-Worker Forms** - Clerk
  - 4.4 **Repairs, Maintenance and Improvements: Update and Timeline** - Cllr Pybus
  - 4.5 **Allotments Committee: Terms of Reference - Discussion** - Clerk
5. **Update From YCAA** - YCAA Representative
6. **To confirm the date and time of the next meeting.**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 – section 100A(4), members of the public (other than those prohibited from doing so) are entitled to attend this meeting and/or have access to the agenda