# Minutes of the Allotment Committee Meeting of Ockbrook and Borrowash Parish Council.

# Held at the Parish Hall, on Wednesday 20th September 2023 at 19:00.

## Present.

Councillors S Cresswell (Chair), G Markwell, J Fraser-Burton and J Fazackerley plus Mrs J Smith (Elmcross secretary).

## Also, Present.

Councillor G Maskalick, S Kitchener (Clerk and RFO) and 13 members of public.

## 141/09/23 Noted Apologies for Absence.

Councillor K Thomas (holiday).

## 142/09/23 Approve the Minutes of the Committee Meeting held on the 24th May 2023.

**RESOLVED** Proposed by Councillor S Cresswell, seconded by Councillor G Markwell and all unanimously agreed that the minutes be approved as a true record and were signed by the Chair at the meeting.

## 143/09/23 Variation of Order of Business.

None.

## 144/09/23 Declarations of Members Interests.

None.

## 145/09/23 Committee Items for Discussion/Action/Update.

### Agree to adopt the Structure Application Form – See Appendix 1.

**RESOLVED** Proposed by Councillor S Cresswell, seconded by Councillor G Markwell and all unanimously agreed to adopt the form, **ACTION** Clerk to add to the website.

At this point Mrs J Smith joined the members of public.

### Discuss and Agree on the Proposed Budget for 2024/25, to go to the Finance Committee Meeting in November– see appendix 2.

**RESOLVED** Proposed by Councillor S Cresswell, seconded by Councillor J Fazackerley and all unanimously agreed to accept the budget figures.

## 146/09/23 Date and Time of Next Meeting.

The next Allotment Committee meeting will be called on the 22nd November 2023, if it is required.

There being no further business the meeting concluded at 19:04

### **Appendix 1**

OCKBROOK & BORROWASH PARISH COUNCIL

ALLOTMENT STRUCTURE APPLICATION FORM

Site: Plot number:

Name:

Address:

Email:

Structure Description

Please put circle the structure you require: Shed Greenhouse Polytunnel

The materials it is made from:

Walls:

Roof:

Floor:

Sketch of Proposed Structure (you may wish to attach photos to your application)

Dimensions:

Length:

Width:

Overall height:

Position of Proposed Structure

Please show the proposed position of the structure within your plot and in relation to the adjacent plots. Please add plot numbers.

|  |  |  |
| --- | --- | --- |
|  |  |  |

Plot My plot Plot

Rainwater collection

All sheds and greenhouses will need to make provision for the collection of rainwater.

I wish to apply for permission to erect the structure detailed above on my plot and agree to abide by all terms and conditions and to keep it well maintained.

I understand that I must wait for the outcome of my application before starting to erect the structure.

Signed: Date:

Please hand deliver or post your completed application to:

The Clerk

Ockbrook & Borrowash Parish Council

Parish Hall

Church Street

Ockbrook DE72 3SL

Email: clerk@ockbrookandborrowashparishcouncil.gov.uk

### **Appendix 2**

budget breakdown
