**Allotment Sub-Committee Meeting Notes 4.12.18**

**Present**: Chair Cllr. G. Williams, Cllr. A. Davies and Cllr. D. Davies and Clerk Julie Davies

**Apologies:** Cllr J. Stuart, Cllr. W. Davies, and Cllr. V. Jones Davies

\*Discussion on structure of the Allotment Sub-Committee as Cllr. G. Williams wishes to step down as Chair but would like to stay on the committee. Cllr. A. Davies would consider taking on the role of Chair.

**Action** – Will be addressed at RTC Annual General Meeting in May 2019

\*Written contact is to be made to the Allotment Plot Holders in Jan/Feb 2019, regarding biannual meetings with representative of the Plot Holders and Allotment Sub-Committee. Proposed get together to discuss any issues arising and how to progress with the allotments. To inform Plot Holders of a forthcoming Open Day to be arranged in March 2019, and work that is to be scheduled by the Allotment Sub-Committee to clear and prepare allotments for users in 2019.

**Action** – Clerk/Chair to contact Plot Holders with the above information **NB** Require date of Open Day

\*Financial spreadsheet to be updated with rental payments for each allotment plot, and identification on whom the plots are registered to and which plots are available to rent.

**Action** – Clerk to have this information available for next Allotment Sub-Committee Meeting (date to be arranged)

\*Committee members requested Allotment Account details for the next meeting

**Action** – Clerk to provide this information for next Allotment Sub-Committee Meeting (date to be arranged)

\*It was agreed that the allotment plots need to be cleared and made ready for the new growing season, and to encourage and attract new customers. Steaks need to be correctly placed on each plot to identify plot boundaries. Hopefully this can be done before the Open Day in March 2019.

**Action** – Committee to approach Ellie, with a view to digging over allotments to make ready for the season, and Committee to arrange a site meeting in the new year to list work required to get allotments up and running.

Date of next meeting to be arranged.

Julie Davies

Clerk