

**ALTON TOWN COUNCIL
ALLOTMENTS SUBCOMMITTEE
MINUTES OF THE MEETING HELD ON 25th February 2020 AT 09:30**

Present:	Councillor Sharon Cullen	-	Chairman
	Councillor Pam Jones		
	Pat Harris	-	Finance & Admin Manager
	Alexandra Bond	-	Property & Grounds Administrator
	Marcus van Hagen	-	Chairman, Alton Allotment Association
	Pat Harding	-	Secretary, Alton Allotment Association and Site Representative, Borovere
	Mike Penn	-	Site Representative, Borovere
	John Pritchard	-	Site Representative, Whitedown
	Yvonne Thorne	-	Site Representative, Wooteys
	Marion Morgans	-	Site Representative, Hawthorns

1 **Apologies**

Apologies were received from Steve Herbert, Kate Quick and Maggie Martin as well as Matthew Bayliss and Ginny Boxall.

2 **Review of the Plot Holders Handbook**

The handbook was reviewed. An updated version will be attached to the minutes.

3 **Review of the Tenancy Agreement for Allotment Holders**

A draft tenancy agreement based on NALC model was handed over by Mrs Harris.

Members of the subcommittee were asked to send their comments by email to Mrs Bond.

4 **Date of next meeting**

The next meeting is scheduled on 22nd April at 09:30.

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The meeting closed at 11:25.