

# SUTTON COLDFIELD ALLOTMENTS SUB-COMMITTEE

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Mayor & Chairman **Cllr Tony Briggs**

Leader **Cllr Simon Ward** | CEO **Ms Olive O'Sullivan**



1<sup>st</sup> September 2023

## **TO: All Members of the Sutton Coldfield Allotments Sub Committee**

Dear Councillor,

You are summoned to a Meeting of the **Sutton Coldfield Allotments Sub-Committee** of Royal Sutton Coldfield Town Council, at the Four Oaks Methodist Church, 155 Lichfield Road, B74 2UU, on **Wednesday 6<sup>th</sup> September 2023** starting at 2pm.

The meeting will consider the items set out below.

*Olive O'Sullivan*

**Chief Executive Officer**

**cc.** All other members of the Council.



**1 Election of Chairman**

**2 Election of Vice Chairman**

**3 Apologies for Absence**

Members to receive apologies for absence.

**4 Declarations of Interest**

Members to declare any interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct (NB this does not preclude any later declarations).

**5 Minutes of Meeting 23<sup>rd</sup> November 2022**

To confirm and sign minutes from the meeting of the Sub-Committee held on 23<sup>rd</sup> November 2022.  
[- Draft minutes](#)

**6 Matters Arising**

**7 Questions from Members**

To receive any questions from Members, submitted in advance of the meeting, regarding items that are not on this agenda.

**8 Legal Transfer of the Sutton Coldfield Allotments from Birmingham City Council**

Sub-Committee to receive an update on the progress of the legal transfer of the Sutton Coldfield Allotments from Birmingham City Council to Royal Sutton Coldfield Town Council.

**9 Forge Farm Allotments Works to Date**

Sub-Committee to receive an update on the works completed at Forge Farm Allotments.

**10 Allotment Management Agreement and Rules**

Sub-Committee to consider the revised Allotment Management Handbook and Rules.

- [Management Agreement](#)
- [Allotment Rules](#)

**Sub-Committee Members:** Briggs, Cooper, Griffin, Hatton, K Ward, Wood