

SUTTON COLDFIELD ALLOTMENTS SUB-COMMITTEE

Suite 6, AFE Business Centre, 62 Anchorage Road, Sutton Coldfield, B74 2PG

☎ 0121 663 1765 | email: enquiries@suttoncoldfieldtowncouncil.gov.uk

www.suttoncoldfieldtowncouncil.gov.uk

Mayor & Chairman **Cllr John Perks**

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



4th July 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 Trinity Centre, B72 1TF, on **Tuesday 9th July** starting at 10am.

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 10th January 2024

To confirm and sign minutes from the meeting of the Sub-Committee held on 10th January 2024.

- [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 Minutes from the Sutton Coldfield Allotment Consultative Forum

Sub-Committee to note minutes from the Sutton Coldfield Allotment Consultative Forum that took place on 20th March 2024.

- [Draft Minutes](#)

9 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.

10 Allotments Rent and Fees 2024/25 and 2025/26

Sub-Committee to consider proposals for the Allotment Rent and Fees in 2024-2025 and 2025-2026.

- [Allotment Rent 2024/2025 and 2025/2026.](#)

11 Allotments Works to Date and Planned Maintenance

Sub-Committee to receive an update on the works completed at Allotment sites.



12 Allotment Eviction Policy

Sub-Committee to consider the revised allotment Eviction Policy.

- [Eviction Policy](#)

13 Health and Safety Visits

Sub-Committee to receive a report on the Health and Safety Site Visits to Donegal Road Allotments, Boulevard Allotments, Forge Farm Allotments and Walmley Ash Allotments in May 2024 and consider any urgent works.

- [Annual Health and Safety Visits](#)

14 Allotment Signage

Sub-Committee to consider proposals for Allotment signage at entrances to allotments owned by the Town Council.

- [Allotment Signage](#)

15 Allotment Digital Management Platform

Sub-Committee to receive a verbal update on an Allotment Digital Platform to be used by the Allotment Associations.

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