

SUTTON COLDFIELD ALLOTMENTS SUB-COMMITTEE

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Mayor & Chairman **Cllr Cindy Yip**

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



19th February 2026

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 24th February 2026 at 10.30 am.**

The meeting will consider the items set out below.

Olive O'Sullivan

Chief Executive Officer

cc. All other members of the Council.



14 Apologies for Absence

Members to receive apologies for absence.

15 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).

16 Minutes of Meeting 2nd September 2025

To confirm and sign minutes from the meeting of the Sub-Committee held on 2nd September 2025.

- [Draft Minutes](#)

17 Matters Arising

18 Questions from Members

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

19 Minutes from the Sutton Coldfield Allotment Consultative Forum

Sub-Committee to note minutes from the Sutton Coldfield Allotment Consultative Forum that took place on 9th October 2025.

- [Draft Minutes](#)

20 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.

21 Update on Tenancy Rules

Sub-Committee to receive an update on discussions held at the Sutton Coldfield Allotments Consultative Forum on 3rd October 2025 and to consider proposed amendments to the tenancy rules.

- [Amendments to Tenancy Rules](#)

22 Annual Health and Safety Inspections

Sub-Committee to receive an update of works and surveys undertaken at the allotment sites.

- [Health and Safety Inspections](#)

23 Planned and Completed Maintenance

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

- [Maintenance Report](#)

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