

Medstead Parish Council

Minutes of a meeting of the **Finance and General Purposes Committee** held on 10th January 2018
at 6.45pm at Medstead Village Hall.

Present:

Councillor Deborah Jackson (Chairman).
Councillor Roy Pullen
Councillor Peter Fenwick
Councillor Ken Kercher

Also present: Councillor Mike Smith and Peter Baston, Clerk to the Council.

Action

18.01 OPEN SESSION

None.

18.02 APOLOGIES.

None.

18.03 DECLARATIONS OF INTEREST

None.

18.04 ALLOTMENT TENANCY AGREEMENT

Cllr Fenwick outlined the current position with the allotment provision and in particular stated that it was proposed that the shed on the site, being supplied by Cala Homes, would whilst owned by the Parish Council, be operated by the Allotment Association akin to the Sports Pavilion in Medstead, i.e. the Allotment Association would be responsible for everything internal with the Parish Council just being responsible for the exterior of the building. The building and fencing would require to be insured by the parish council.

He stated that there were three important documents which require agreement being:

- Medstead Allotment Association Constitution;
- Agreement between the Parish Council and the Allotment Association and;
- Agreement between the Allotment association and the Allotment tenant(s).

All documents had been drafted by Cllr Fenwick with the two Agreements being based on the National Allotment Society template, with the Constitution being based on the Four Marks Parish council allotment constitution. All three draft documents were reviewed by Committee with minor amendments being agreed, which the Clerk would amend and pass back to Cllr Fenwick for further discussion with EHDC.

**Clerk / Cllr
Fenwick**

At the conclusion of the items on the agenda the meeting was closed at 7.15pm.

Signed.....Chairman

Date.....