

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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**Notice of Playing Fields, Amenities & Allotment Committee meeting to be held on
Monday 23 May 2016 at 6.30pm in
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon**

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. Nominations for and Election of Chairman
2. Nominations for and Election of Vice Chairman
3. Apologies and acceptance for absence
4. Declarations of Interest and Dispensations
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – *Please contact the office should any item need clarification*)
 - (b) Clerk to report any written requests for dispensation in respect of items on this agenda.
5. Nominations for and election of a representative to the Finance & Operations Working Group
6. To consider and agree Scheme of Delegation Committee Terms of Reference for recommendation to full council
7. Nominations for and election of members to Panel(s)/Group(s) – Allotment Liaison Group
8. To set dates of committee ordinary meetings for the ensuing year – suggest
Tues 16 August, Tue 18 October 2016, Tue 21 February 2017
9. Public Participation (as permitted by Standing Order 3d & 5kxiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
10. General Matters
 - 10.1 To consider Role & Procedure of ALG Allotments
 - 10.2 Working Group meeting
 - To note meeting held 21 April 2016. Report of meeting supplied.
 - To address any questions of the meeting
 - 10.3 To consider request from Haha to hold BBQ at allotment site on Saturday 25 June
 - 10.4 To consider holding Best Kept Allotment Competition 2016. Haha suggestion is for prizes to be presented at its Summer BBQ.
 - 10.5 To review permission in respect of keeping of chickens granted Oct 2015
11. Exchange of Information
12. To confirm the date, time and venue of next meeting

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

Mrs Patricia Kirby Clerk to the Council dated 17 May 2016