TANGMERE PARISH COUNCIL



 Tangmere Village Centre

 Malcolm Road

 Tangmere

 PO20 2HH

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 clerk@tangmere-pc.gov.uk

**EXTRAORDINARY COUNCIL MEETING**

**Tuesday 28 March 2023**

 Councillors are hereby summoned to attend an Extraordinary Meeting of Tangmere Parish Council to be held in the Village Centre, Malcolm Road, Tangmere PO20 2HS

on **Tuesday 28 March 2023** at **6.30pm**

 Andrew Irwin

23 March 2023 Chairman of the Council

**AGENDA**

1. **Apologies for Absence**

 To receive apologies for absence and approve reasons for absence.

1. **Declarations of Interest**

 To receive from Members any declarations of disclosable pecuniary and non-pecuniary

interests in relation to items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Tangmere Parish Council Members’ Code of Conduct. Any written dispensation requests received by the Clerk will also be considered.

1. **Minutes**

 To approve the minutes of the Parish Council Meeting held on Thursday 16 March 2023

 as an accurate record.

1. **Allotments**
2. New Tangmere Allotments Advisory Group To receive a report from the Clerk in respect of recent issues and concerns and to consider recommendations for the formation of a new Tangmere Allotments Advisory Group (TAAG) to act as a formal interface between the Parish Council who undertake the management of the allotments and the allotment holders. To consider the proposed Terms of Reference and Constitution for this Advisory Group

**Recommended that** the Constitution and Terms of Reference for Tangmere Allotments Advisory Group be adopted.

If agreed the Clerk will circulate these to allotment holders after the meeting and ask allotment holders to put forward their names for this group.

1. Annual Tenancy Agreements To note that the annual tenancy agreements for the financial year 2023/24 were sent out to allotment holders by post on 23 March 2023.
2. Annual Fee Increase At the Full Parish Council Meeting held on 16 March 2023, it was resolved that:
* the annual allotment rent be increased by 20% with effect from 1 April 2024
* allotment holders be given a twelve month notice period of the fee increase (Minute No175 refers)

To note that allotment holders have been advised in writing on 23 March 2023 of this 20% fee increase applicable with effect from 1st April 2024.

1. **Dates of Next Meetings and Key Dates**

To note the dates of the forthcoming meetings and key dates:

1. The next Village Centre Committee Meeting is scheduled to be held on 4 April 2023.
2. The next Finance Committee Meeting is scheduled to be held on 18 April 2023.
3. District and Parish Council elections to be held on 4 May 2023.
4. The Annual Council Meeting is scheduled to be held on Thursday 18 May 2023.
5. **Exclusion of the Press and Public**

**Recommended that** under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

1. **Staffing Matters**
2. **New Contract**

**Public Attendance**

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Clerk or contact a Parish Councillor prior to the meeting.

**Filming and Use of Social Media**

During this meeting the public are permitted to film the Council in the public session of a meeting or use social media, providing it does not disrupt the meeting. The audience should not be filmed. You are encouraged to let the Clerk know in advance if you wish to film. All members of the public are requested to switch their mobile devices to silent for the duration of the meeting. (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).