

	Meeting (No)	<b>Community &amp; Environment (10)</b>
	Date	<b>18 April 2023</b>
	Document	Ref No
	<b>Governance &amp; Operations Manager's Report</b>	<b>CE10/113</b>

### **Allotment Administration**

The allotment renewal notices have been sent and the majority of tenancy agreements/payments have been returned. There are currently a few which are late and these tenants are being issued with reminders.

We have written out to all addresses on the allotment waiting list to check that everybody on the list is still interested in taking on a plot. We currently have a confirmed waiting list of 38.

An annual fee of £92.34+VAT was paid to PANDADOC in March to facilitate our online tenancy renewal.

### **Plastic Free update**

The Town Council continues to support the community effort to achieve Plastic Free status. We have now completed four out of the five objectives and the remaining objective is 83% complete.

### **Bunting** (minute 91b & 91c, 07.02.23)

55 x 10m lengths of red, white and blue bunting ordered at a total cost of £454.49+VAT (£434.50 for the bunting and delivery charge of £19.99).

Installation of bunting arranged at a total cost of £2,524.50+VAT. The higher than anticipated cost was the result of the earlier installation date (for the coronation) which increased the number of weekly inspections. See agenda item 119a.

### **Community Event Donations** (minute 93d, 07.02.23)

The Chair of the Female Society has been informed that Hip & Harmony will not be able to provide entertainment for Ladies Day 2023.

### **Department for Levelling Up, Housing and Communities: Permitted Development Consultation**

NALC submitted a response to this consultation on 6 April.

Consultation details can be found here: [Permitted development rights: supporting temporary recreational campsites, renewable energy and film-making consultation](#)

Audrey Duncan  
Governance & Operation Manager