



WARWICK TOWN COUNCIL

Court House
Jury Street
WARWICK
CV34 4EW
Tel: 01926 411694

Jayne Topham
Town Clerk

ALLOTMENTS COMMITTEE MEETING

NOTICE IS HEREBY GIVEN a meeting of the **ALLOTMENTS COMMITTEE** of **WARWICK TOWN COUNCIL** will be held on Microsoft Teams to join – please use this link: [Join Microsoft Teams Meeting](#)

Or dial in on: [+44 20 3855 5316](tel:+442038555316) Conference ID: 735 331 829#

MONDAY 7th SEPTEMBER 2020 commencing at 6.30pm

Committee Membership:

Councillor M Ashford
Councillor Mrs L Butler
Councillor N Butler
Councillor S Cross
Councillor O Jacques
Councillor D Skinner
The Mayor (Ex Officio)

Mrs L Healey – Allotment Administration.

Co-opted Members:

Mr J Hinks (Percy estate), Mr C Wiggins (Railwayside) Mr A Will (Canalside) J Owen RHS, PEAS representative

AGENDA

28. To elect a Chairman for the Municipal Year 2020/2021

29. Apologies

30. Declarations of Personal and Prejudicial Interests.

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest, the Member must withdraw from the room unless one of the exceptions applies.

31. To elect a Deputy Chairman for the Municipal Year 2020/2021

32. Minutes of the committee meeting held on 20th July 2020 - approve.

294. Work to the access road has not been actioned, to remain on the agenda.

295. Councillor Ashford - To pursue river dredging at the Percy Estate.

296. Due to Covid19 a meeting with the plot holders on the remaining sites is yet to take place. Councillor Butler to arrange.

33. Update from Allotment Administration Team

34. Tenancies & Lettings - Update in meeting

35. Maintenance - Allotment Representatives are requested to notify the office of any issues in advance of the meeting.

36. Devolved Management – update from Cllr N Butler

Lease agreement – discuss any comments from PEAS

Database holding plot holders contact details approve transfer of information to PEAS if GDPR requirements are sufficient.

37. Allotment AGM – discuss agenda

38. Myton Green Allotment site. The site is due to be handed over to the Town Council in the near future. The intention will be to set this up as a self-managed site from the start. The size is not known at present. No action to be taken, information only.

Jayne Topham

Town Clerk
2.9.20