



WARWICK TOWN COUNCIL

TOWN CLERK

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ALLOTMENTS COMMITTEE

13th July 2026

PRESENT:

Councillor Ms. J D'Arcy

Councillor Mrs. C Bryan

Councillor Ms. CL Moynihan

Councillor Mrs. E Harrison - arrived at 6.40pm

Councillor D. Skinner

Assistant Town Clerk (ATC) Mrs. A Clarke

Mayor Ex officio

3 members of the public present

COOPTED MEMBERS PRESENT:

Mr P. Gascoigne (Railwayside), Mr N. Gascoigne (Railwayside) Mr. A Will (Canalside),

Mr P. Borrill (PEAS), Mr S. Poynter (PEAS), Mrs S. Exton (Cape housing East)

MINUTES

1.	<u>ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2026/27:</u> Councillor Ms. CL Moynihan was nominated by Councillor Ms. J D'Arcy and seconded by Councillor D. Skinner. There were no other nominations and Councillor Ms. CL Moynihan was elected as Chair of the Allotments Committee 2026/27 unanimously.
2.	<u>APOLOGIES:</u> Cllrs Mrs. M Kaur Mangat and Mr P. Lamb. Cllr Mrs. K Dray was substituted by Cllr D. Skinner. It was resolved to accept their apologies. Peter Atkinson Cape housing west absent
3.	<u>DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST:</u> Cllr D. Skinner declared an interest in item 9 (minute reference)

4.	ELECTION OF A DEPUTY CHAIR FOR THE MUNICIPAL YEAR 2026-2027: Councillor Mrs. K Dray was nominated by Councillor D. Skinner and seconded by Councillor Ms. J D'Arcy. There were no other nominations and Councillor Mrs. K Dray was elected as Deputy Chair of the Allotments Committee 2026/27 unanimously, subject to her agreement.
5.	MINUTES OF MEETING HELD ON 27th APRIL 2026 – Approved at Full Council 22 nd May 2026 Noted and signed Allotment Committee Meeting minutes 27th April 2026.pdf
6.	TERMS OF REFERENCE Reviewed for this municipal year Allotments Terms of Reference 2026-2027.pdf
7.	UPDATE FROM ALLOTMENT ADMINISTRATION – Mrs A Clarke Report was noted Report to Allotments Committee 13th July 2026.pdf
8.	REPLACEMENT GATE POST – Canalside Approved a replacement gate post which has broken at ground level.
9.	WATER USAGE CAPE HOUSING Packmore Community Garden seeking to use the water tap during the periods of hot weather 27 th May. Water usage to be noted so a percentage of the bill can be apportioned to the town council. Clarify what the water is being used for – plants or pond – the original understanding was for plants only.
10.	WATER USAGE CAPE HOUSING EAST Request to use a hose pipe in June, July and August 2026 to fill watering cans and water butts was approved, with an option to review at the September allotments committee meeting if needed.
11.	PEAS Drainage update Below report and correspondence were received PROGRESS REPORT ON PERCY ESTATE DRAINAGE JULY 2026.pdf PEAS FS correspondance.pdf Lengthy discussions ensued. Councillors confirmed support for bringing the site back to being fully let. Councillors need three quotes before any decision can be made at committee. PEAS Chair declined to get further quotes. Given the Farm services response to the pipe to the river is a first step not a solution and a lagoon would have little ability to collect water, Councillors decided not to pursue these options. Agreed to await the outcome of the WDC work for the adjacent car park. Research alternatives for the unused plots.

12.	PEAS encroachment update Received and noted the below report. ATC to request a meeting with the landowner to clarify the boundary line. PEAS will undertake works required once this boundary is clear. ENCROACHMENT SUBMISSION TO WTC JULY 2026.pdf
13.	Tree protection order for Cape Housing Approved application for TPO for oak tree on Cape housing West W3W reference = https://what3words.com/pays.laying.return
14.	SITE REPORTS - PEAS requested update on what's happening with filling in the potholes on the road to the allotments – no update available.
15.	Meeting closed at 7.58pm – next meeting is AGM followed by the awards evening on Monday 21st September 2026

Signed..... Dated.....