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| A black and white logo  Description automatically generated  WARWICK TOWN COUNCIL |
| TOWN CLERK  Jayne Topham |
| Court House, Jury Street, Warwick CV34 4EW Tel: 01926 411694  Email: [jaynetopham@warwicktowncouncil.org.uk](mailto:jaynetopham@warwicktowncouncil.org.uk)  Website: <https://www.warwicktowncouncil.gov.uk/> |
| ALLOTMENTS COMMITTEE |
| **MONDAY 15th JULY 2024** |
| **PRESENT:**  Councillor K Dray  Councillor CL Moynihan  Councillor E Harrison  Councillor S Pargeter  Assistant Town Clerk Mrs K Geddes |
| **COOPTED MEMBERS PRESENT:**  Mr S Poynter (PEAS), Mr A Will (Canalside), Mr P Collier (Railwayside), Mr P Lamb (WHS), Mr P Borrill (PEAS) |
| **MINUTES** |

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| **35.** | **ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 204/25:** Councillor S Pargeter was nominated by Councillor K Dray and seconded by Councillor E Harrison. There were no other nominations and Councillor S Pargeter was elected as Chair of the Allotments Committee 2024/25 unanimously. |
| **36.** | **APOLOGIES:** Councillor M Kaur Mangat, Mr P Atkinson (Cape Housing West), Mr Simon Wilson (Canalside) and Mr D McLeod (Myton Green) sent their apologies – it was resolved to accept them. |
| **37.** | **DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:** None |
| **38.** | **ELECTION OF DEPUTY CHAIR FOR THE MUNICIPAL YEAR 2024/25:** Councillor K Dray was nominated as Deputy Chair by Councillor E Harrison and seconded by Councillor C-L Moynihan. There were no other nominations. Therefore, Councillor K Dray was elected Deputy Chair of the Allotments Committee 2024/25 |
| **39.** | **UPDATE FROM ALLOTMENT ADMINISTRATION TEAM:**  Mrs K Geddes  [Report to Allotments Committee 15th July 2024.docx](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/ESNCI7rilZVHveFfTzmmvgUB90w0jmkF9D7SDK-xCuyhmg?e=o6Ua1O)  Noted. |
| **40.** | **JUDGING DAY 2024**  Took place Saturday 29th June 2024, 9:30am – 2:30pm, across all five sites. Judge was Andrew Caine accompanied by KG (and Cllr Pargeter at PEAS). Weather was good, site reps met the judge at each site and toured with him, answering any questions. Also talked with some plotholders at each site.  Results arrived on 3rd July. These have been shared with the site reps and posters with the results on have been issued for putting up at each site. There are 1st, 2nd and 3rd for each site plus Best Newcomer and various Highly Commendeds (no Best Newcomer for Myton Green as they all are). Trophies and certificates to be issued at the Awards Evening and AGM on 16th September. |
| **41.** | **SITE REPORTS:**     * PEAS site – large tree branch has come down onto plot 35 and its shed. Tree in question is on adjacent land. WCC Forestry has been contacted and asked to remove safely. * Canalside site – no issues reported * Cape Housing – Leaking tap replaced at Cape Housing West – plotholders reminded to contact site rep or town council office if a leaking or broken tap is spotted. Support post for standpipe replaced at Cape Housing East – reported by plotholder. Dates for Community Payback to clear the soakaway have been confirmed as 3rd, 4th, 5th and 9th September. * Railwayside – Skip filled and removed. Path from pedestrian gate onto the site at Railwayside is to be diverted down the side of the shed on plot 1B to enable them to use all their plot and to stop damage being caused. * Myton Green – no issues reported |
| **42.** | **PERCY ESTATE FLOODING**:  Severn Trent have paid several visits to the site to check the drains and the outfall to the river. Awaiting outcome. They have provided a map of their drains which run across the site.  Creation of the attenuation ponds (x2) still a possible solution. |
| **43.** | **AOB**   * Members were reminded of the Allotments AGM & Awards Evening – 16th September 2024 – to be held in the Ballroom at 7pm following the Committee meeting at 6:30pm * National Allotments Week – 12th – 18th August – theme is celebrating biodiversity. KG to create a poster about what it is and how it can be promoted and supported on the sites. Poster to be put up at the sites and emailed out to all plotholders. Plotholders to also be asked if they do anything particular to support biodiversity on their plots. * New site at The Asps - KG gave a brief update on the new allotments site being created at The Asps on the Banbury Rd. Coming forward as part of the planning permission for the new housing development there. No details as yet in terms of size. WDC have stated the site should be ready for handover by the beginning of 2025. |

**Signed…………………………………………. Dated……………………………….**