



WARWICK TOWN COUNCIL

TOWN CLERK

Jayne Topham

Court House, Jury Street, Warwick CV34 4EW Tel: 01926 411694

Email: jaynetopham@warwicktowncouncil.org.uk

Website: <https://www.warwicktowncouncil.gov.uk/>

ALLOTMENTS COMMITTEE

27th April 2026

PRESENT:

Councillor S Pargeter (Chair)

Councillor Ms. C L Moynihan

Councillor Ms. K Gorman

Councillor Mrs. C Bryan

Assistant Town Clerk (ATC) Mrs A Clarke

Mayor ex officio Councillor Ms J. D'Arcy

COOPTED MEMBERS PRESENT:

Mr P Gascoigne & Ms B James (Railwayside), Mr Alan Will (Canalside),

Mr P Borrill & Mr S Poynter(PEAS), Mr P Lamb (WHS)

MINUTES

113.	<u>APOLOGIES:</u> Cllr Mrs. M. Mangat, Cllr Mrs. E Harrison, Cllr Mrs. E. Harrison and Mr P. Atkinson sent their apologies – it was resolved to accept them. Cllr Mrs. E. Harrison was substituted by Cllr Ms. K. Gorman.
114.	<u>DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST:</u> There were none.
115.	<u>MINUTES OF MEETING HELD ON 23rd February 2026</u> – noted and approved as a fair record of the meeting Allotment Committee Meeting minutes 23rd February 2026.pdf
116.	<u>UPDATE FROM ALLOTMENT ADMINISTRATION</u> – Mrs A Clarke report was noted See APPENDIX A for report

117.	<p>REVIEW ALLOTMENT RULES AND REGULATIONS Changes made to the Allotment rules and regulations for 2026 section 5.8 were noted and approved.</p>
118.	<p><u>Review of self-managed sites agreement</u></p> <p>Myton Green reported an overhanging tree branch from a neighbouring property. Not currently clear in the agreements who or how any inspection and or tree works will be paid for and arranged in these circumstances.</p> <p>Resolved – Inspection to be paid for by Warwick Town Council Resolved – Tree works where needed to be paid for by the landowner. If the landowner does not conduct the necessary works in a timely manner and the works required are for safety reasons, Warwick Town Council to pay for this. Cost o works and associated costs to be recovered from the land owner.</p>
119.	<p><u>Deferred from 23rd February committee meeting</u></p> <p>Allow for meeting between WTC and WCC and time for weather to be drier</p> <p>Revisiting 2026 Rent Review Percy Estate from meeting held 17th November 2025 To review the request for a rent reduction of 25 half plots, £197.50 in total, an additional reduction of £71.50</p> <p>17th November 2025 previously agreed a £126 reduction of 8 full plots</p> <p>PEAS ALLOTMENTS COMMITTEE SUBMISSION FEB 23RD 2026.pdf</p> <p>PEAS Flooding January 2026 Map.pdf</p> <p>Resolved to agree to additional rent reduction for 2026</p>
120.	<p><u>Allotment judging day</u> Date was noted as Saturday 13th June 2026. Site reps to confirm their availability that day to the ATC by 30th April so the judging route can be confirmed</p>
121.	<p><u>SITE REPORTS</u> - Allotment Representatives are requested to notify the office of any maintenance issues. Canalside reported a shed had been broken in to</p>
122.	<p>Meeting closed at 7.25pm – next meeting is Monday 13th July 2026</p>
	<p>Cllr Pargeter thanked the committee as it was the last meeting he would be chair for. He commented on the passion shown by the allotment plot holders, and he had learnt a lot from them.</p> <p>Cllr Ms. J D’Arcy thanked everyone for their input and all the learning she has had an a ex-officio committee member.</p>

APPENDIX A

Report – 27th April 2026

To: Allotments Committee, Warwick Town Council

1. **Purpose:** The purpose of this report is to update the Allotments Committee on the work undertaken by the Allotments Administrator (the Administrator) since the last meeting.
2. **Background:** The administration of the Council's managed allotment sites is carried out by the Administrator who is the Assistant Town Clerk. The Administrator is required to submit a report to each Allotments Committee meeting, and this is that report.

- **Updates**

- **Myton Green**

- ATC met with WDC representative 24th February re car park. Contractor in direct contact with plot holder to arrange access.

- Works to be carried out over the next few weeks

- Tree overhanging allotment site from neighbouring property. TC and ATC visited site 20.04.26

- Tree survey arranged with WCC for 27.04.26

- **Canalside**

- No update

- **PEAS**

- Meeting held 3.03.26 with Cllr Sam Jones, County Councillor for site, ATC and Cllr Simon Pargeter.

- Site meeting 12.03.26 with WCC, tenant, ATC, Cllr S Pargeter and Cllr S Jones. Tenant to talk to farm services directly re drainage proposal to understand viability.

- Teams meeting held 18.03.26 with ATC, Cllr S Pargeter, Cllr S Jones and John Parnell from WCC. Confirmed WCC contacts will now remain as is.

- WCC and tenant meeting with farm services had to be postponed and is being rescheduled. Below update also shared re drainage plans "There is no guarantee that (his) original plan will be a success as he has not completed a full site visit. This is planned for w/c 27th April. A further update will be provided after this site visit."

- **Cape Housing**

- Water turned back on 2.04.26

- All plots now let

- **Railwayside**

- All plots now let

3. **Waiting lists:**

- Cape Housing - 20
 - Railwayside - 26

4. **Recommendations: the committee is asked to note this report**

Angela Clarke, Assistant Town Clerk

20th April 2026