



# WARWICK TOWN COUNCIL

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Jayne Topham  
Town Clerk

## ALLOTMENTS COMMITTEE MEETING

WEDNESDAY 5<sup>th</sup> APRIL 2023

### Present:

Councillor S Cross  
Councillor O Jacques (Chair)

Mrs K Geddes (Assistant Town Clerk)

### Co-opted Members:

Steve Poynter – (PEAS), Janice Cooke – (WHS)

### Absent:

Councillor N Murphy, Cliff Wiggins (Railwayside)

## MINUTES

**353. Apologies:** Councillor Martyn Ashford, Councillor Dave Skinner, The Mayor, Simon Wilson (Canalside), Phil Borrill (PEAS), Dan MacLeod (Myton Green), Peter Lamb (WHS), Peter Atkinson (Cape Housing West)

**354. Declarations of Personal and Prejudicial Interests.** None

**355. Minutes of the committee meeting held on 13<sup>th</sup> February 2023** - approved

**356. Matters arising from previous minutes.** None

**357. Update from Allotment Administration Team** – Report had been circulated and was noted. Rotten wooden post reported at Cape Housing West replaced by Pinnars on 5<sup>th</sup> April at a cost of £399.88 plus VAT.

Plots 1b and 21b at Cape Housing West have potential plot holders coming to view them over the next couple of weeks. Work has commenced to clear plot 21b for use as a community allotment as agreed at the previous meeting.

Contractor for the standpipes at PEAS has quoted £3397 (inc VAT) for the purchase and installation of four standpipes for this financial year. This was unanimously agreed by all present.

- 358. Maintenance** - Allotment Representatives are requested to notify the office of any issues in advance of the meeting:  
PEAS – hedge on path needs trimming back where it is the responsibility of Warwick District Council

- 359. Myton Green Allotment site** – meeting held on site on 3<sup>rd</sup> March 2023 with Katherine Geddes, Helen Hancox (WDC Green Spaces) and Simon Richardson (WDC Green Spaces) to discuss the shed. 10 x 8 foot wooden shed recommended (from supplier with sustainable forest accreditation). Sited to the far left-hand side of the allocated car parking space, facing the allotments. Shed has been selected by the Myton Green group – £699.99 (inc VAT). They have been asked to select a base type and to agree if they wish to erect the shed themselves. WDC recommend a slabbed base for this area to ensure flatness of ground.

Transfer of the land from WDC to the Town Council had progressed more rapidly during March but has hit another hold up issue in the question of vehicular access to the site which needs to be clarified and agreed. This will have the effect of holding up the Transfer for longer so a temporary lease arrangement is now being pursued with WDC to facilitate quicker access onto the site. A meeting has been set for 14<sup>th</sup> April to finalise details.

- 360. Bad Weather Preparation** – discussion took place regarding the insertion of some wording into the Rules and Regulations addressing the need for plot holders to prepare adequately for bad weather when forecast. This follows an issue on the Railwayside site during the high winds of early March whereby an item on a plot was not sufficiently secured.

The following wording was agreed:

*Adverse weather conditions – plot holders must take all reasonable steps to ensure all items on their plot are properly secured for the forecast conditions, appropriate footwear is worn on site and all gates are securely closed.*

- 360a. Carbon Neutral** – members were reminded of the request made at the previous meeting that allotment reps ask for further carbon neutral adoption ideas, to list these and then to send the lists to Katherine Geddes for collation. It was agreed that the deadline for sending these lists was 30<sup>th</sup> June 2023.

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

DRAFT