



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

ALLOTMENTS COMMITTEE MEETING

MONDAY 26th APRIL 2021

Present:

Councillor Mrs L Butler
Councillor N Butler (Chair)
Councillor S Cross
Councillor N Murphy (sub)
The Mayor (Ex Officio)

Mrs L Healey – Allotment Administration.

Co-opted Members:

Mr A Will (Canalside)

MINUTES

- 270. Apologies:** Councillor M Ashford, Councillor O Jacques & Councillor D Skinner
It was resolved to accept their apologies.
- 271. Declarations of Personal and Prejudicial Interests - None**
- 272. Minutes of the committee meeting February 4th 2021** – It was resolved to approve the minutes as a true record. It was noted that the PEAS lease had been signed they are now a self-managed society.
- 273. Update from Allotment Administration Team** – Report from Liz Healey Appendix 1
Non-Cultivation letters sent to plot holders on Cape Housing. This has resulted in plot being refilled and action being taken for improvements.
- 274. Tenancies & Lettings** – see report from Liz Healey Appendix 1
- 275. Maintenance** - Allotment Representatives are requested to notify the office of any issues in advance of the meeting. -Percy Estate – Standpipes need to be replace. A quote has been obtained to replace 3, that burst last winter. All of the standpipes will need replacing in time – there are 13 in total.

Further quotes are being obtained and will be brought to the next meeting.

276. Devolved Management – Cllr N Butler advised that a Working Party had being formed for the other 3 sites. On this group there are two representatives from each site. Documents have been sent to the group to be reviewed. No feedback has been given, as yet.

Costs of staff support from the Town Council had not been incorporated in the past. This cost had been worked out to be £55 per plot per year, which would need to be added to the current rent making it £115 per plot- hence the need to move to Self-management.

277. Myton Green Allotment site – The Town Clerk advised that Solicitors had been instructed to transfer the land to the Town Council. Due to current building, access to the plots are on foot.

A date for access and parking will be determined. The site will be self-managed. A waiting list has been created from enquirers. The site will be advertised and a committee formed.

278. Cape Housing – Packmore’s Community Garden- Cllr N Butler advised that great progress has been made. The plot and pond have been cleared and new gate put up as well as fencing. New planting enhances the space and Wellness session continue.

279. Accident book/risk assessment for each site – Cllr N Butler advised that the National Allotment Association templates have been reviewed as well as those used by other groups. These are being reviewed and a proposed procedure will be brought to the next meeting.

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