



# WARWICK TOWN COUNCIL

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

Jayne Topham  
Town Clerk

## ALLOTMENT COMMITTEE MEETING

### MINUTES OF THE MEETING – MONDAY 11<sup>th</sup> FEBRUARY 2019

#### **Present: Committee Membership:**

Councillor Mrs L Bolton

Councillor M Ashford

Councillor Mrs C Cross (Chair)                      Councillor T Morris

#### **Co-opted Members:**

David Overton & J Hinks (Percy Estate), Cliff Wiggins (Railway) Liz Healey.

#### **291. Apologies.**

Apologies were given from The Mayor, WHS J Owen, A Will & S Poynter  
It was resolved to accept their apologies.

#### **292. Declarations or Personal and Prejudicial Interests**

None

#### **293. Minutes of the meeting held on 19<sup>th</sup> November 2019.**

It was resolved to approve the minutes as a true record.

#### **294. Update from the Allotment Administration Team**

Renewals went relatively smoothly. Most vacant plots have now been filled with the exception of one on Cape Housing and two on the Percy Estate. There is just one plot holder on the Percy Estate who I am unable to get hold of. We will write a letter to him saying that if we haven't heard from him before next Monday, we will have no alternative other than to offer his plot to the next person on the waiting list, just in case he is away or there are extenuating circumstances.

We didn't open on the two Sundays in January as discussed at the last meeting due to a change in staff circumstances.

Waiting list - there are just 6 people on the waiting list and one of those has requested a specific site. Three of those on the list would consider a plot on Percy Estate.

Starter plots – looking at the four starter plots, 3 of the 4, with the other being a

community plot are happy to stay on their starter plots. It was agreed for the starter plots to be created on alternative sites. One of the plot holders would like to plant a tree – as the rules state they can only plant a fruit tree Liz will speak to them. Peter Atkinson has stood down as rep for Cape Housing, nobody else has come forward as a replacement, however, Peter is more than happy to act as caretaker in the meantime and show any new plot holders around and help where needed with maintenance. It was agreed for us to write him a thank you letter on behalf of WTC for his past and ongoing support. Alan Will from Canalside will carry on as rep as will Cliff Wiggins for Railwayside. Dave Overton and John Hinks were elected as site reps for the Percy Estate.

**295. Rules and Regulations – CV34 – residents only recap on requirements –**

- The rules on CV34 residents only apply from January 2019.
- Review fire regulations- deferred awaiting advice from the NAS
- Review the age for concessions – agreed to leave at 60.

**296. Tenancies & Lettings**

11b on Cape Housing which is not in a good state and 50 a and b on the Percy. A plot became vacant on Canalside which we were able to split into two. Percy Estate -plot 64 is empty,

**297. Maintenance**

Peter Atkinson reported on Cape Housing that someone had removed the water taps from a standpipe. Obviously, this will have to be replaced before the water can be turned on again. John Turrell, one of the plot holders, may be able to source a second hand one from his own supply of plumbing bits. If not, we will have to get a new tap. The fencing at the bottom his plot needs a few wooden fence posts replacing which have rotted at their base, it will probably cost £10 to £15 to buy new posts and then I can do the necessary work to fix the fence. It was agreed for these works to be carried out.

Cliff advised that the fence was broken on Cape Road – TC to report. He also advised that WDC Contractors accessing the land behind the Railway Allotments were not using the locks when exiting the site – TC to report.

**298. 100 Greville Road Watermain** review proposed works and costings – quotations attached. Following a review of the situation it was agreed for the works to be carried out by Rod Collett, subject to two satisfactory commercial references. TC will liaise with Chris Mackasis regarding timescales.

**299. Devolved Management** – TC summarised the next steps. Approval of the change to be taken to the next Full Council meeting. Percy Allotments will be used as the model for change.

**300. Community Project – Percy Allotments** – In Steve Poynter’s absence the TC reported that Cllr Mrs A Littlejohn in conjunction with Evelyn’s Gift had applied for a small grant to start the project.

**301. Dates of future committee meetings**

2019 - 10<sup>th</sup> June Reps Meeting. 22<sup>nd</sup> July ,9<sup>th</sup> Sept & 25<sup>th</sup> Nov. Committee Meetings  
25<sup>th</sup> November – AGM

2020- 3<sup>rd</sup> Feb – 27<sup>th</sup> April Committee meetings  
6<sup>th</sup> April – reps meeting.

Signed..... Date.....