



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

ALLOTMENT COMMITTEE MEETING

MINUTES OF THE MEETING – 3rd FEBRUARY 2020

Present: Committee Membership:

Councillor M Ashford (Chair)
Councillor Mrs L Butler
Councillor N Butler
Councillor S Cross
Councillor D Skinner

Co-opted Members:

John Hinks (Percy Estate), Alan Wills (Canalside), Cliff Wiggins (Railway side), Jon Davis (Cape Housing), John Owen (RHS) & Liz Healey.

288. Apologies. Apologies were given from Councillor T Morris.

It was resolved to accept his apologies.

289. Declarations or Personal and Prejudicial Interests

None

290. Minutes of the committee meeting and AGM held on 25th November 2019.

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

291. Update from the Allotment Administration Team

Percy allotment site - The "Scrap man" collects scrap from various plots – the Reps have asked if they can have a central collection point, that is sectioned off for plot holders. This was approved.

Another enquiry had been received regarding new allotments at Myton Green, a new housing development off Europa Way. The Town Clerk advised that the land was being transferred to District Council, from the Developers. Once this transfer had taken place the Town Council will become involved. The new allotments sites will be set up to be self-managed from the outset.

Seven Trent – the new water supply is confirmed to be switched on 4th April 2020.

292. Rules and Regulations – Review safety rules for ponds/ Bee Keeping. Risk Assessment for the ponds to be approved.

The Town Clerk had obtained a pond risk assessment from our Insurers. Liz has reviewed this and a proposed a risk assessment document to include ponds and bee keeping. She has updated 5.3 of the Rules and Regulations to link with the new risk assessment.

This document was issued to the committee.

Councillors asked for time to review the document and would feedback any changes by the 7th February 2020 so that Liz could issue the document to plot holders on the 10th February 2020.

The pond on Cape Housing has now been covered.

293. Tenancies and Lettings

Canalside – all payments received.

Railwayside – 3 sites to pay. 2 plots – the Hospital site, which has not been cultivated and no.11b to be given a deadline of the end of February 2020 before the plots are re-let.

Cape Road – 1 site to pay.

Percy – 11 payments due. 5 empty plots. See item 295 regarding flooding issues.

Cllr N Butler to speak to Mr Kerr about his bees. A neighbouring plot holder feels able to only work a ¼ of her plot due to the vicinity of the bees.

The deadline for payments has passed. If plot holders do not pay by the end of February 2020 their plots will be re-let. It is not for Liz to spend time chasing.

294. Maintenance

The approach road to the Percy allotments is in a very poor state of repair. Warwick District Council advise that works will be carried out in the next two weeks.

295. Floods - review flooded allotments at the Percy site and discuss any action to be taken.

Cllr Williams WCC was approached by TC to update – Cllr Williams is pursuing.

Cllr Ashford will review the need for the river to be dredged by speaking to planning and Environmental health. He felt this should have been carried out several years ago, when the adjacent housing development was built.

Following a visit and discussions with the Rep Liz produced a map of the allotments site showing the plots and highlighting those effected.

It was agreed that the following plots, which persistently flood, will be charged at half rent: 10 – 16 and 71. Refunds will be given to those already paid.

Plot 24 on Railway side is also affected therefore this plot will only pay half rent.

296. Devolved Management

Cllr N Butler advised that at the first PEAS General meeting the Constitution and Tenancy agreement had been approved. Also 3 committee members had been elected. He would be arranging the first committee meeting in the near future.

There had not been a consensus in the other 3 sites for Devolved Management so he

will be calling a meeting of all the plot holders to take this forward.

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