



# WARWICK TOWN COUNCIL

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

Jayne Topham  
Town Clerk

## ALLOTMENT COMMITTEE MEETING

### MINUTES OF THE MEETING – THURSDAY 26<sup>th</sup> July 2018

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

Councillor M Ashford  
Councillor Mrs L Bolton  
Councillor Mrs M A Grainger (Sub)

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

Mr S Poynter (Percy Estate), Mr A Will (Canalside), Mr P Atkinson (Cape Housing), Liz Healey, David Overton.

#### **78. To elect a chairman for the Municipal Year 2018/2019**

Cllr Mrs C Cross was nominated to become Chair of this committee, all were in favour.

#### **79. Apologies.**

Apologies were given from The Mayor, Cllr JP Bromley, Cllr Mrs C Cross, Cllr T Morris, Rep J Hinks.

It was resolved to accept their apologies.

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

None

#### **81. To elect a Deputy Chairman for the Municipal Year 2018/2019**

Cllr Mrs L Bolton was nominated to become Deputy Chair of this committee, all were in favour.

#### **82. Minutes of the meeting held on 30<sup>th</sup> April 2018.**

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

**83. Forming Allotment committees** – Following a discussion, it was resolved to form a working group to include the National Allotment Associate reps. The working group would “feed” into the AGM the next steps. Liz will write to Plot holders to advise them of this course of action. We will also invite Kenilworth Allotment Association along to share their experiences of being independent.

**84. Allotment Land transfer from WDC** – The Town Clerk advised Councillors that we were awaiting an update on the current position for the exchange.

**85. Waste Land at Cape Housing** – Cllr T Morris to update

Cllr Mrs MA Grainger advised that she has visited the site with Cllr Morris. The site needs to have a substantial amount of work carrying out on it to bring it back into use. General costings are being attained. No works will be carried out until the autumn due to the current weather. Cllr Morris will meet with Officers on his return and report to the next meeting.

**86. Finances** – Income and expenditure are very low at present as we are just into the new financial year. It was noted that the water bills are anticipated to be high due to the current hot summer.

**87. Update from the Allotment Administration Team**

Liz discussed issues that had been raised since the last meeting. A precis of the Allotment Site Representative Role was presented for discussion. It was agreed to add the point that the Reps are volunteers and should be treated with respect by plot holders. This precis will be placed onto the reverse of the renewal letters. A discussion was held about criminal damage and it was agreed that it is the plot holders responsibility to advise the police – if they wish to – it would be courteous to also advise the relevant Rep. This is to be added to the Allotment Site Rep Rules. Steve Poynter asked for the names of the plot holders – this was agreed. Liz advised members of the NAS meeting on the 11<sup>th</sup> August 2018

**88. Rules and Regulations** – agree rules for reps. Reiterate rules 5.8 and 5.20 disputes. Following a discussion, it was agreed that we would add no sprinklers, in extreme weather, to the rules.

**89. Tenancies & Lettings**

Most plots are let.

**Railwayside** – 23A offered a quarter plot as it is in a poor state deposit only for this year. 8A causing a concern – it was agreed to address at the next meeting.

**Cape Road** – Peter to send photos of plot 6B before a notice to quit letter is sent.

**90. Maintenance** – David Overton had provided the committee with outline proposals for a new irrigation scheme at the Percy. Mr P Kerr had also sent through a suggested proposal. David Overton was asked to contact Mr Kerr to discuss his suggestions and report back at the next meeting in September. Budgets will be clearer at this time as we hopefully will have had the water bills through.

**91. Judging** – feedback from the Judge – The Judge was pleased to see all the notices clearly

visible. The Judge was impressed with the majority. Cape Housing was a concern, it was felt to be getting worse each year. Councillors have been to visit and agree. Action was discussed.

- 92. Peel Road Allotments** – an enquiry had been received regarding the allotment site. Houses backing on the site, which is claimed to have no public access, have requested to reinstate a community garden/allotments - Cllr Mrs L Bolton and Mrs C Cross will visit the site and report back at the next meeting.

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