



WARWICK TOWN COUNCIL

Court House
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WARWICK
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Tel: 01926 411694

Jayne Topham
Town Clerk

ALLOTMENT COMMITTEE MEETING

MINUTES OF THE MEETING – 22nd JULY 2019

Present: Committee Membership:

Councillor Mrs L Butler
Councillor S Cross
Councillor T Morris (Chair)
Councillor D Skinner

Co-opted Members:

Alan Wills (Canalside), David Overton (Percy Estate), Cliff Wiggins (Railwayside),
Liz Healey, RHS John Owen.

The Town Clerk asked for a proposal for Chair for this meeting. Councillor Mrs L Butler proposed that Councillor T Morris chair this meeting, this was seconded by Councillor D Skinner all agreed.

76. To elect a chairman for the Municipal Year 2019/2020 – Councillor S Cross nominated Councillor M Ashford – this was seconded by Councillor Mrs L Butler. There were no further nominations. Councillor Ashford had confirmed to the Clerk that he wished to stand.

77. Apologies. Apologies were given from The Mayor, Councillor M Ashford & Councillor N Butler. Rep J Hinks. It was resolved to accept their apologies.

78. Declarations or Personal and Prejudicial Interests

Councillor T Morris - item 10 request for 7a Canalside.

79. To elect a Deputy Chairman for the Municipal Year 2019/2020

Councillor S Cross nominated Councillor N Butler – this was seconded by Councillor T Morris. There were no further nominations. Councillor Butler had confirmed to the Clerk that he wished to stand.

80. Minutes of the meeting held on 29th April 2019.

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

81. Allotment reps – review representatives for Cape Housing and Percy Estate.

Dave Overton stood down as Rep for the Percy Estate. New reps will be decided at the AGM in November. Jon Davies agreed to become Rep for Cape Housing. A Reps guide will be issued.

82. Update from the Allotment Administration Team

There are currently 25 people on the waiting list, with several of those waiting for a plot on the Percy.

We received a Police Report regarding the shed “break ins” – a suspect has been located. Percy Estate are holding a BBQ which will be great for community spirit.

Deposit money – a request was received asking if for this money to be kept in a separate pot, if not returned to the plot holder, to go towards materials needed to clear plots.

It was agreed that any requests were made via Reps for them to bring along to gain approval at the next committee meeting.

Terminating a plot – to be kept strictly to one month – it was felt that the current rules and regulations were not clear - also it was felt that a new plot holder should go on a one months’ trial.

These points will be discussed at the September meeting to revise current rules.

Copies of the current rules will be sent out with the agenda for new councillors to make comment.

83. Results of Allotment Competition

Allotment Competition – took place June 29th, the winners have been announced and posters put up at each of the sites.

Certificates will be issued at the AGM on November 25th.

The overall winner this year goes to Plot 29 on the Percy Estate.

List of winners available together with the judging criteria listed.

84. Horticultural Show – J Owen advised Councillors of this year’s Annual Show Sunday 25th - Monday 26th August 2019. They have produced a leaflet this year to give a background to the Horticultural society.

John summarised the success of the last two years and update Councillors on this year’s event.

85. Tenancies and Lettings

Plot 7a Canalside – will be ending their tenancy at the end of October - Tegan White who has a plot on Canalside would like to take this plot on as a community plot for isolated children. As there is a waiting list for this site it was agreed that those who had been waiting for more than two years should take priority. John Owen will liaise with Rep Alan to help with the request via the Horticultural society.

Percy Estate

Mares Tail – plot 64a, more weed killer is needed, whoever actions this needs a licence.

Plot 15 Percy – it was agreed that Jon Davies, licence holder could spray with the Reps agreement.

One vacant plot on Cape Housing.

NTQ Plot 13 Cape Housing – this plot is no longer recognisable as a plot and will take a lot of work to get it back to looking like an allotment. It was agreed to send a notice to quit.

Commendation letters gone out.

86. Maintenance Allotment Representatives are requested to notify the office of any issues in advance of the meeting.

Trees – Cape Housing – It has been established that the land is not owned by Seven Trent therefore the Land Registry will be consulted.

A request to have a bonfire to burn rubbish cleared from old allotment sites was made. It was agreed to allow this as a one off with Reps supervision. This will also be reviewed in the rules and regulations.

87. 100 Greville Road Watermain – works completed. Dave Overton advised that the works were all signed off and passed. As soon as a connection date was given, he would advise Liz. Concerns were raised about the ground being “like a sponge” between the two gates following the recent works. Dave Overton advised that this was as due to Allworks putting the waterpipe up the hill – it was leaking for so long. It is water that has run down the trench – this will dry out and won’t be an issue.

A site visit with the contractors will be organised.

88. Devolved Management – Phil Borrill Chair of new working group attended with Janice Cook and Neil Goodban.

A group meeting was held at All Saints Church Hall on the 3rd July for all Percy Allotment holders. 45 were in attendance. It was a good meeting, relevant questions asked – these have been posted on a notice board on the site for those who could not attend. 90% agreed to move forward to taking over.

The next steps will be communicated at the forthcoming AGM. It is suggested that a Formal committee be “voted in” in 2020. Communication was key and therefore, a website was suggested. Funding was needed for this.

It was agreed to set up another working group meeting with the National Allotment Association before the next committee meeting in September.

89. Community Project – Percy Allotments – no one was available to report. The group won highly commended for Plot 8b and have recently taken on 8d. The project is progressing really well.

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