



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

ALLOTMENT COMMITTEE MEETING

MINUTES OF THE MEETING – 25th NOVEMBER 2019

Present: Committee Membership:

The Mayor
Councillor M Ashford (Chair)
Councillor Mrs L Butler
Councillor T Morris
Councillor D Skinner

Co-opted Members:

Alan Wills (Canalside), Cliff Wiggins (Railway side), Liz Healey.

224. Apologies. Apologies were given from Councillors N Butler & S Cross
RHS J Owen, Reps Jon Davidson, John Hinks. It was resolved to accept their apologies.

225. Declarations or Personal and Prejudicial Interests

None

226. Minutes of the meeting held on 9th September 2019.

It was resolved to approve the minutes as a true record.
Item 146 Cllr Morris clarified his understanding of the location of land.

227. Update from the Allotment Administration Team

It was suggested that renewals were sent out via email this year, where possible this was agreed.

ID cards were discussed, they are issued on renewal. A request was made to stop issuing them. It was resolved to stop issuing cards but to provide a till receipt instead.

A site visit is requested before the rent renewals – Liz to co-ordinate with relevant site reps.

228. Rules and Regulations review safety rules for ponds

A discussion was held about ponds that have been created on some sites.

It was agreed for the Town Clerk to obtain risk assessments from our Insurance

229. Tenancies and Lettings

No vacancies on Canalside.

Plot 13 Railwayside – plot holder will be given a half plot in the New Year.

Railwayside - non cultivation letters sent – Liz will meet with Rep Cliff to discuss.

Cape Housing – there have been several vacancies and plots have filled straight away.

There has been a big improvement since there has been a rep onsite.

19b Cape housing asked if he could trim back a bay tree that was on his plot – this was agreed.

Jon Davis had been approached asking for boundary fencing to be moved by a metre at the back of the Percy allotments. The Town Clerk advised that the boundary should be checked on a map and asked that the requestor contacted her.

230. Maintenance

Some of the allotments on the Percy Estate had been subject to flooding. The Town Clerk had contacted County Councillor Pam Williams regarding the adjoining field.

Cllr Ashford stated that flood prevention work was due to be carried out here several years ago, and that we should investigate. The Town Clerk will raise this with Cllr Williams.

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