



WARWICK TOWN COUNCIL

Court House
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WARWICK
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Jayne Topham
Town Clerk

ALLOTMENT COMMITTEE

MINUTES OF THE MEETING – MONDAY 4th SEPTEMBER 2017

Present: Committee Membership:

Councillor M Ashford
Councillor Mrs L Bolton – Chairman
Councillor Mrs C Cross
Councillor T Morris
The Mayor (Ex Officio)

Co-opted Members:

Mr J Hinks (Percy Estate), Mr S Poynter (Percy Estate), Mr A Will (Canalside), Mrs S Murray (Percy Estate), Mr P Atkinson (Cape Housing), Liz Healey.

119. Apologies.

Apologies from Cllr JP Bromley and John Owen were accepted.

120. Declarations or Personal and Prejudicial Interests

Members did not notify the Chairman of any matters arising from the agenda which might have an interest of personal or prejudicial nature

121. Minutes of the meeting held on 3rd July 2017.

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

122. Update from the Allotment Administration Team

Canalside/Railwayside trees - update

TC advised that tree reports have been instructed on all allotments sites to be carried out by WCC Forestry Team. Required work will be prioritised dependant on safety requirements and effect on allotment holders.

Abusive phone calls – procedure for staff to follow. Following “heated” calls from Allotment holders - TC advised that staff have been instructed to offer to call people back, away from the open office in the TIC. Should the caller persist the call should

be calmly ended.

123. Rules and Regulations.

It was agreed that the Rules and Regulations can be signed off with the addition of two new rules.

124. AGM/Presentations meeting – discuss agenda

The format for the meeting was agreed. Date confirmed 13th November 2017.

Rep meeting 6.30pm in the Council Chamber, main meeting in the Ballroom at 7pm.

125. Tenancies and Lettings – update in meeting

Canalside -only one allotment becoming available. Nothing else to report.

Cape Housing – plot 6b, plot 2b.

Plot 6b, has been uncultivated for 2 years, work has started to be carried out, the allotment holder came to the meeting. Concerns were raised about the maintenance of this allotment and it was agreed with the holder that 25% of the allotment dug over within three months otherwise the agreement would be terminated. Peter offered to help clear the bath and carpet.

Plot 2b, has been filled. Plot 2a – concerns raised – non-cultivation letter sent.

The fallen tree on to 77b has been cleared but the tree will still need to be inspected, no immediate action is required.

WDC have agreed to cut back the hedge leading down to the allotments.

Percy Estate – plot 8c, plot 77b report on fallen branch

Plot 8c – a long discussion was held regarding Steve Poynter taking the plot over to work on it with his grandchildren, strictly in his name and under his guidance. It was agreed, as there was no waiting list and 2 further starter plots available in the near future. Should there be a demand Steve would hand the allotment on.

100 Greville Road, this is in the hands of WDC, regarding the pipe, the Rep requested that if the work is to be done could the commercial feed water supply to the allotment be upgraded.

No letters to be sent at this time but SP advised that there is still an issue with dog fouling.

Railwayside - non-cultivation letters sent, further action needed?

Cliff Wiggins requested a 2-day fire to control the blight. Notices will be put up so other plot holders and nearby neighbours are aware.

The requested handrail will need to be dealt with by WDC, LH to advise plot holder of this.

Non-cultivation letter to be sent to 17b/8b asked the Chairman if he could have permission to cultivate the bank adjacent to his plot, this was agreed.

Cliff also advised that WTC maintain the bank. TC to look in to this.

Waiting list – LH advised that letters had been sent out by VB to check that those on the waiting list wish to remain on it, so far 15 people have responded.

126. Maintenance

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

- Railwayside – request for a 2-day fire to control blight. Handrail. 8b given permission to tend to adjacent bank as do other plot holders. Is further maintenance needed. Rep to advise.
- Percy – discuss hedge cutting on approach road

127. Allotment Income

Liz to report – Income figures were confirmed. Expenditure and Budget figures will be confirmed at the forthcoming AGM

Percy £2,842.33

Railway £1,158.68

Canalside £609

Cape £714.01

128. Allotment Representative Co-opted members

Considerations given to be confirmed at the AGM

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