



## WARWICK TOWN COUNCIL

### TOWN CLERK

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## ALLOTMENTS COMMITTEE

**NOTICE IS HEREBY GIVEN** a meeting of the **ALLOTMENTS COMMITTEE** of **WARWICK TOWN COUNCIL** will be held in the Council Chamber, Court House, Jury Street, Warwick on **MONDAY 17<sup>th</sup> November 2025 commencing at 6.30pm**

### **COMMITTEE MEMBERSHIP:**

Councillor S Pargeter (Chair)  
Councillor Mrs. K Dray (Deputy Chair)  
Councillor Mrs. E Harrison  
Councillor Mrs. Mini Kaur Mangat  
Councillor Miss. CL Moynihan

The Mayor (Ex officio)

### **CO-OPTED MEMBERS:**

Mr P Atkinson (Cape Housing West), Mr P Collier (Railwayside), Mr R Collier (Railwayside), Mr S Wilson (Canalside), Mr Alan Will (Canalside), Mr P Borrill – (PEAS), Mr S Poynter – (PEAS), Mr D MacLeod (Myton Green), Mr D Barber (Myton Green), Mr P Lamb (WHS)

## AGENDA

*Recording, including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Town Council staff prior to the meeting as there are rules which must be followed.*

1.	<b>APOLOGIES:</b>
2.	<b>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:</b> <i>Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct. Declarations should be disclosed during this item. However, the existence and nature of any interest that subsequently becomes</i>

	<p><i>apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Town Clerk of the interest within 28 days. Members are also reminded of the need to declare predetermination on any matter. If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from the Town Clerk, prior to the meeting.</i></p>
3.	<p><b><u>MINUTES OF MEETING HELD ON 22<sup>nd</sup> September 2025</u></b>– to note  <a href="#">Allotment-Committee-Meeting-minutes-22nd September 2025 DRAFT.docx</a></p>
4.	<p><b><u>UPDATE FROM ALLOTMENT ADMINISTRATION</u></b> – Mrs A Clarke  <a href="#">Report to Allotments Committee 17th November 2025.docx</a></p>
5.	<p><b><u>TO CO-OPT NEW COMMITTEE MEMBERS</u></b>  Mrs Susan Exton for Cape housing East  Mr P Gascoigne, Mr N Gascoigne and Ms B James for Railwayside</p>
6.	<p><b><u>TO AGREE ASBESTOS REMOVAL COST</u></b>  1 shed roof on Cape housing East has an asbestos sheet in it.  3 quotes sought for removal and disposal from Warwickshire County Council Asbestos Removal contractors.  a. £950.00  b. £1212.00  c. £325.00  Recommendation is to go with quote c</p>
7.	<p><b><u>CAPE HOUSING EAST – GATE REPLACEMENT</u></b>  Ratify the decision to replace the broken gate posts, rehang the gate and make good the fencing at £870.06 plus VAT</p>
8.	<p><b><u>INVESTIGATE MOVING TO BEING A SELF MANAGED SITE</u></b>  Railwayside and Cape housing are currently managed by the Town council.  Discuss investigating self-management as a future option for these sites</p>
9.	<p><b><u>CHANGE OF USE OF A PLOT</u></b>  Cape housing East site want to change plot 10B from being let to be a community plot for the allotment plot holders to use</p>
10.	<p><b><u>MYTON GREEN – PROPOSAL TO INCREASE THE NUMBER OF PLOTS</u></b>  Discuss feasibility of using some of the car park to create 2 new plots</p>
11.	<p><b><u>RAILWAYSIDE – JAPANESE KNOTWEED TREATMENT</u></b>  1 plot of knotweed has been identified on an allotment plot on site. Knotweed is classed as an invasive species and is the landowners responsibility to treat.  To review and agree the costs of a 3 year treatment plan at a cost of £450 in years 1 and 2 and £400 in year 3</p>
12.	<p><b><u>2026 RENT REVIEW –</u></b>  To review the rents charged for Cape Housing and Railwayside sites – see attached report  <a href="#">Report - Rent Review - Cape Housing Railwayside 2026.docx</a>  To review any requests for 2026 rent changes received from the self-managed sites</p>

<b>13.</b>	<b><u>SITE REPORTS</u></b> - Allotment Representatives are requested to notify the office of any maintenance issues in advance of the meeting.
<b>14.</b>	<b>Next meeting date Monday 23<sup>rd</sup> February 2026</b>

10<sup>th</sup> November 2025    *Angela Clarke*    Assistant Town Clerk