|  |
| --- |
| A black and white logo  Description automatically generated  WARWICK TOWN COUNCIL |
| TOWN CLERK  Jayne Topham |
| Court House, Jury Street, Warwick CV34 4EW Tel: 01926 411694  Email: [jaynetopham@warwicktowncouncil.org.uk](mailto:jaynetopham@warwicktowncouncil.org.uk)  Website: <https://www.warwicktowncouncil.gov.uk/> |
| ALLOTMENTS COMMITTEE |
| **MONDAY 18th NOVEMBER 2024, 6:30pm, THE CHAMBER** |
| **PRESENT:**  Councillor S Pargeter (Chair)  Councillor CL Moynihan  Councillor J D’Arcy (substituting)  Councillor M Edwards (substituting)    Assistant Town Clerk Mrs K Geddes |
| **COOPTED MEMBERS PRESENT:**  Mr S Poynter (PEAS), Mr A Will (Canalside), Mr P Collier (Railwayside), Mr P Lamb (WHS), Mr P Borrill (PEAS) |
| **MINUTES** |

|  |  |
| --- | --- |
| **50.** | **APOLOGIES:** Councillor M Kaur Mangat, Councillor K Dray, Councillor E Harrison, Mr P Atkinson (Cape Housing West), Mr Simon Wilson (Canalside) and Mr D McLeod (Myton Green) sent their apologies – it was resolved to accept them. |
| **51.** | **DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST:** Councillor D’Arcy noted that she had previously had an allotment plot on PEAS but was no longer a plotholder there. |
| **52.** | **UPDATE FROM ALLOTMENT ADMINISTRATION TEAM:**  Mrs K Geddes  [Report to Allotments Committee 18th November 2024.docx](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/EQ-sJcKbD1BJsL8wj7qg8qIBzW-MTaIzE36iDSkdWchl7g?e=fiRcVh)  Noted. |
| **53.** | **PERCY ESTATE FLOODING**:   * Three quotes being sought for potential drainage works from site to river across WCC land (works would need to also include an easement and legal fees) * Feasibility report to be written showing outcomes if the plots which flood repeatedly were put out of use and those areas turned into wildlife/nature/pond areas (this would likely amount to 30% of all plots) * Asst Town Clerk to contact National Allotments Society representative to attend a meeting onsite for any further advice |
| **54.** | **RENT REVIEW REPORT:**  [Report - Rent Review - Cape Housing Railwayside 2025.docx](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/EZeUl0XqGfFNsXIUiM81cygBoR5_fUphILuawpVUinR-ow?e=LRmALH)  Noted and rent increase for Cape Housing and Railwayside sites accepted unanimously. |
| **55.** | **SITE REPORTS:**     * PEAS site – Flooding resolution issue ongoing, Asst Town Clerk to chase Community Payback to complete the Memorandum of Understanding and ascertain a date for them to attend the site * Canalside site – No issues reported * Cape Housing – Water now off for the winter * Railwayside – Water now off for the winter, path from pedestrian gate onto mainsite has now been successfully diverted. Some issues with ASB and vandalism reported to the police – they will be doing extra patrols in the area over the winter. * Myton Green – No issues reported. |
| **56.** | **TERMS OF REFERENCE:**  [Allotments Terms of Reference.docx](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/Ecz_Tkw9UrZBox3PuFEo8JoBvgWIt19ceyREPmEpc451_A?e=5Wx9Eh)  Noted and accepted unanimously. |

**Signed…………………………………………. Dated……………………………….**