 WARWICK TOWN COUNCIL

Court House

Jury Street

WARWICK

CV34 4EW

Tel: 01926 411694

 Jayne Topham

 Town Clerk

### **ALLOTMENTS COMMITTEE MEETING**

**MONDAY 4th SEPTEMBER 2023**

**Present:**

Councillor K Dray (Deputy Chair)

Councillor E Harrison

Councillor R Kang

Councillor Mini Kaur Mangat

Councillor J Sullivan (Chair)

Councillor P Wightman

Mrs K Geddes (Assistant Town Clerk)

**Co-opted Members:**

Steve Poynter (PEAS), Phil Borrill (PEAS), Alan Will (Canalside), Dan McLeod (Myton Green)

  **MINUTES**

1. **Apologies**

Peter Atkinson (Cape Housing West), Cliff Wiggins (Railwayside)

1. **Declarations of Personal and Prejudicial Interests**

None made.

1. **Update from Allotment Administration** – Mrs Katherine Geddes

Report had been circulated and was noted.

* Issue with rotten post at the Railwayside site access gate. Cliff sourcing quote from local handyman to replace and move the gate further down the fence for better access. Assistant Town Clerk to chase when appropriate.
* Site inspections of Cape Housing and Railwayside took place on 21st and 31st August. Notice to improve letters sent to plots 1A, 6A and 21A on Cape Housing, and to plots 3B, 7A, 7B and 11B on Railwayside. Follow up inspections due on 6th October.
* Plot 3B2 on Cape Housing now has a tenant and the tenant of plot 10A on Cape Housing has given notice.
* 35 people on waiting list for Myton Green currently and 37 on waiting list for Railwayside.
* Lease is due for signing on Myton Green any day now. Condition photos will be sent to WDC following a site visit on 5th September and rectifying issues etc agreed. Then this site can progress.
1. **Site Reports**

 Steve Poynter reported that the hedge along the vehicular path at PEAS still needs

 trimming back. WDC had agreed to do this but to date no action has been taken. Asst

 Town Clerk has chased twice to no avail but will continue to do so.

1. **AGM/Awards Evening**

Event to follow this meeting in The Ballroom at 7pm. New trophies for Overall Winner and Overall Best Newcomer. Certificates and trophies to be presented by Cllr Dave Skinner, Deputy Mayor. Will include financial update on the sites from a WTC perspective and an update report from the Asst Town Clerk.

Press release to follow.

1. **Draft Terms of Reference** – these had been reviewed by Members prior to the meeting and no issues were raised for discussion.

The draft Terms of Reference were then unanimously approved.

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