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| A black and white logo  Description automatically generated  WARWICK TOWN COUNCIL |
| TOWN CLERK  Jayne Topham |
| Court House, Jury Street, Warwick CV37 7TB Tel: 01926 411694  Email: [jaynetopham@warwicktowncouncil.org.uk](mailto:jaynetopham@warwicktowncouncil.org.uk)  Website: <https://www.warwicktowncouncil.gov.uk/> |
| 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 26th FEBRUARY 2024 commencing at 6.30pm** |
| **COMMITTEE MEMBERSHIP:**  Councillor J Sullivan (Chair) The Mayor (Ex officio)  Councillor K Dray (Deputy Chair)  Councillor E Harrison  Councillor Mini Kaur Mangat  Councillor CL Moynihan  Councillor P Wightman |
| **CO-OPTED MEMBERS:**  Mr P Atkinson (Cape Housing West), Mr P Collier (Railwayside), Mr C Wiggins (Railwayside), Mr S Wilson (Canalside) Mr P Borrill – (PEAS), Mr S Poynter – (PEAS), Mr D MacLeod (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*. |

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| **21** | **APOLOGIES:** |
| **22.** | **DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:**  *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 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.* |
| **23.** | **Update from Allotment Administration Team** – Mrs K Geddes  [Report to Allotments Committee 26th February 2024](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/EXmDa5eRGchIrgsEV191kUwBcGqNH2EXOnSNYH1D8ShdvA) |
| **24.** | **Site Reports** - Allotment Representatives are requested to notify the office of any maintenance issues in advance of the meeting. |
| **25.** | **Allotments Rules & Regulations 2024 –** to review and agree the Allotments Rules & Regulations for 2024  [Allotment Rules and Regulations 2023](https://warwicktowncouncil-my.sharepoint.com/:w:/g/personal/katherine_geddes_warwicktowncouncil_org_uk/EYZhkdPsJPRLg1Pv4HS2EQgBugI-c3R5lJylABYeqKGivQ) |
| **26.** | **Myton Green Allotments** - update on progress and next steps |
| **27.** | **Vote of Thanks** - Mr Cliff Wiggins for his sterling service as site representative for the Railwayside allotment site as he steps down. Welcome to Mr Paul Collier who takes over as site representative for Railwayside. |

**19th February 2024** Katherine Geddes **Assistant Town Clerk**