

# Leominster Allotment Association meeting

**Wednesday 14<sup>th</sup> November 2012**, 7.30pm at the Town Council Offices, Leominster

**Chair:** Lesley Marsh

**Committee members attending:** John Braithwaite, Jess Croot, Jane Lacey, Viv Pearson, Ann Purcell.

**Others attending:** John Andress, Mike Goodwin, Dawn Ingram, Robert Ingram, Sue Morris, John Moss, Jan Pickering, Bernard Preece, Lauren Sidebotham, Stuart Sidebotham, Dave Stringer, Debbie Stringer, Joan Thwaites, Davina Wall, Ray Wall.

**Site Manager/Deputy Town Clerk:** David Russell

**Minutes:** Christine Conlon

**Apologies:** Cathy Fewlass

Items	Actions
<p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>• <b>It's Your Neighbourhood' Assessment</b> - the 'Thriving' award certificate has been sent to Joan Thwaites. Now framed, it will be held for safe-keeping by Jane Lacey.</li> <li>• <b>Harvest Supper</b> - a very enjoyable evening was had by all. Good food, quizzes, raffles and fun.</li> <li>• <b>Constitution</b> – this has now been approved. Copies were distributed at the meeting.</li> <li>• <b>Minutes from the previous LAA meeting, 27/9/12</b> – approved.</li> </ul>	
<p><b>Diary Dates</b></p> <p>Some proposed events for 2013 and ideas to be progressed.</p> <p><b>Allotment Open Day - Sunday 9<sup>th</sup> June</b>            The date has been chosen to coincide with the date of Leominster Open Gardens day. Geoff Bricknell, organiser of Leominster Open Gardens, has set the date as the weekend of the 8<sup>th</sup> and 9<sup>th</sup> June. <b>Sunday 9<sup>th</sup> June</b> is the preferred day for our Open Day.</p> <ul style="list-style-type: none"> <li>• A rota of people to be on site will need to be drawn up.</li> <li>• It would be useful if a marquee and possibly a couple of gazebos could be borrowed for the day too.</li> </ul> <p><b>Barbecue Event</b>            As the barbecue has been built, weather permitting, perhaps there would be some support for an allotment barbecue event, in the Summer. Possibly it could be held on the same day as the Open Gardens. The idea is to be progressed.</p> <p><b>Allotment Awards Evening/Harvest Supper</b>            Date proposed for this is the first Friday in October at 7pm. A suggestion was made for hot food to be served at the event, either hot food brought</p>	

<p>in or food heated at the venue, rather than cold buffet food. Idea to be progressed.</p> <p><b>Talks</b> John Moss has offered to give a talk about <b>Apple Tree Maintenance</b> in January. Details to be arranged and confirmed</p> <p>It was suggested that if any talks were organised they could be held at the scout hut – we could donate some money to the scout hut fund if allowed to hold the talk there.</p> <p>An idea put forward was that perhaps we could amalgamate with other allotment societies to arrange events/talks/trips, to boost numbers.</p> <p><b>Allotment Meetings</b> The venue for the Leominster Allotment Association meeting for <b>Wednesday 8<sup>th</sup> May</b> must be changed and members will to be informed of the new venue nearer to the date.</p> <p>All LAA meetings are set for 7pm on a Wednesday, unless otherwise advised:</p> <p>9/1/13 13/3/13 8/5/13 – venue to be arranged 10/7/13 <b>AGM</b> 28/8/13 11/9/13 13/11/13</p>	
<p><b>Handbook for members</b></p> <p>Now that the Constitution has been approved and signed off, progress can continue on the handbook for members. This will be discussed at the next meeting. It is hoped to be able to produce and distribute this handbook to all tenants soon after.</p>	<p>Viv, Cathy, Jane, Christine to progress</p>
<p><b>Key Objectives for the Allotment Association</b></p> <p>Jane Lacey distributed a handout of the objectives for the 2012 – 13 season.</p> <p>There were enough copies to go around, so if you have a document, please read it and send any ideas/comments you have about it to:</p> <ul style="list-style-type: none"> <li>• Jane Lacey, phone her on 01568 616464, or</li> <li>• Viv Pearson <a href="mailto:jim-viv@hotmail.co.uk">jim-viv@hotmail.co.uk</a> ,or</li> <li>• Christine Conlon, <a href="mailto:c.conlon@btinternet.com">c.conlon@btinternet.com</a> , or</li> <li>• drop ideas/comments in to the Town Council offices in West Street.</li> </ul> <p>If you require a copy of these Key Objectives, please ask Christine Conlon and they can be scanned over to you by e-mail.</p>	<p>All to read the document and ideas/comments to be forwarded</p>
<p><b>Security gates</b></p>	

<p>Viv Pearson gave details of the proposed security gates.</p> <p>The gates and the installation will cost £5,251. They are 6ft high and there is a pedestrian gate within the gate structure. Viv has been applying for Lottery funding for the security gates. A share of £10,000 per year is available for application from Lottery funds.</p>	
<p><b>Security concerns</b></p> <p>Lesley noticed that there was evidence of casual social abuse and car fly-tipping down at the allotments. This needs to be deterred. The allotment gate is sometimes left wide open, but the gates is easy to climb over anyway.</p> <p>The digital combination padlock sometimes doesn't work properly. Three locks in 2 weeks had to be replaced by David and the last two locks were damaged beyond repair. Insurance companies prefer proper padlocks and keys, not digital locks.</p> <p>Viv Pearson has researched into a possible solution to the problem. She described locks supplied by a firm called 'Nothing but Padlocks'.</p> <p>Keyed Alike padlocks can be supplied so that both locks on the new gates would only need one key to open them. There is an overnight service to replace the padlock if it gets damaged. As the padlocks are registered they could easily be replaced, and the keys will not need to be changed. These options are to be explored with the Landlords.</p> <p>A standard lock with, say, 100 keys would cost £382. + VAT.</p> <p>If the LAA decide to use the Keyed Alike system, a deposit for keys from the allotment tenants would be instigated, the deposit would be refundable on return of the key at the end of tenancy. It was thought that a deposit of £5 per key per tenant would be appropriate and this would be returned when they gave up their allotment tenancy.</p> <p>David suggested that if the Allotment Association had to pay in advance for the locks and keys, then perhaps the council could help with the initial outlay (a loan). The key deposits (£5 suggested) could then be collected from tenants and the money (loan) paid back to the council.</p> <p>The Allotment Association would need to send a letter to every tenant saying this is to happen and that the key is available for collection on a particular date from a particular site. The idea attracted positive comments and will be progressed.</p>	
<p><b>Rubbish found on allotment site</b></p> <p>To remind allotmenters about what to do if there has been some fly tipping on the allotment site., do NOT touch the rubbish but telephone the fly tipping team:</p> <p>Jo Lindsey-Jones of the County Protection Team  <b>01432 261761 or 07792 881474</b>  Or contact a member of the Committee, leave message at Town Council Office.</p>	

<p><b>NSALG website</b></p> <p>The National Society of Allotment &amp; Leisure Gardeners is now known as The National Allotment Society.</p> <p>Their website contains interesting and useful information:  <a href="http://www.nsalg.org.uk/allotment-info">www.nsalg.org.uk/allotment-info</a></p> <p>The 'member's area' is accessible by password, which can be given to members upon request to Jane Lacey, or a member of the Committee.</p> <p>As we are affiliated to the NSALG, we are also entitled to attend the Regional Annual General meeting, which Jane Lacey did on Saturday 10<sup>th</sup> November.</p> <p>If you are interested in reading the minutes from that meeting, please ask Christine Conlon and they can be scanned over to you by e-mail.</p>	
<p><b>Work on the allotments</b></p> <p>West Mercia Probation Trust (Maurice Clothier and his team) will be working on the allotments on the first Monday of each month. The team are capable of digging plots, and can help with tenants who may find it helpful to have some heavy work done.</p> <p>We have an ongoing agreement/contract with this group. Anyone needing help please contact any of the Committee members, who will make suitable arrangements.</p> <p>Maurice is a gifted woodsman and hedge layer and we are very grateful to him for organising help with the allotments.</p>	
<p><b>Town Council Website – the allotments section</b></p> <p>If you have never looked at it before, the Town Council website contains a lot of interesting and useful information. It also contains a link to information about the allotments.</p> <p><a href="http://www.leominstertowncouncil.gov.uk">http://www.leominstertowncouncil.gov.uk</a></p> <p>The section of website about the allotments has had 69 hits so far, but after publicising it at this meeting, it will have had more hits.</p> <p>It has been updated recently and David Russell will also add our meeting dates to the website.</p>	<p>David Russell to add information to the website</p>
<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• The <b>Shield</b> for the produce show is with Jane Lacey for safe-keeping.</li> <li>• There is a <b>waiting list</b> of 5 for the allotment plots.</li> <li>• <b>Flooding</b> – The viewing chamber needs to have an inspection hatch made, for when the pipe gets blocked and needs rodding. Les Price, who used to help unblock the pipe, has sold his business and David will need to find another person to undertake work of this nature in the future</li> </ul>	

<ul style="list-style-type: none"> <li>• <b>Mowing contract</b> - This was discussed as part of the search for money saving initiatives.</li> <li>• <b>Spent hops</b> – letter of thanks. At the end of the financial year the Leominster Allotment Association will send a letter to Adam Smith of Wye Vale Brewery, thanking him for the spent brewery hops which he delivers to the allotments, usually on a Friday.</li> <li>• <b>Driving on the grass</b> - Some deep ruts had been found on the track ways at the allotments recently. There was some question about whether these were off-road joy-riders or allotmentees using vehicles to transport items to their allotments over waterlogged ground, causing damage to the track ways and adding avoidable costs to tenants. To prevent people from driving on the grass, a temporary barrier could be put up, made by using field gates and posts, which will have been replaced when the new gate is set in place.</li> <li>• Members who would like to see the <b>accounts figures</b> for the year the allotments were set up and 2011, please let Christine Conlon know and these can be scanned over to you by e-mail.</li> </ul>	
<p><b>Next meeting</b></p> <p><b>Wednesday 9<sup>th</sup> January 2013, 7.00pm, Leominster Town Council offices.</b></p> <p>Please bring a copy of these minutes with you to the next meeting</p>	

**Agenda for Leominster Allotment Association meeting  
Wednesday 9<sup>th</sup> January 2013, 7.00pm, Leominster Town Council offices.**

- Apologies
- Approval of minutes
- Matters arising
- Correspondence
- Review of objectives :
- Ideas for progressing the Leominster Allotment Association
- Security Gates
- Site inspections - report
- Diary dates
- AOB
- Date of next meeting