

## Leominster Allotment Association meeting

**Wednesday 20<sup>th</sup> May 2015, 7.00pm**, at the Town Council Offices, Leominster.

**Committee members present:** Lesley Marsh (Chair), John Braithwaite, Cathy Fewlass, S Gallimore, Jane Lacey, Viv Pearson, Chris Preece, Ray Wall,

**Others present:** P Russell (Town Clerk), H Harding (Deputy Town Clerk), N Jordan, R Neesham, R Read, J Redshaw, D Wall.

**Minutes:** Christine Conlon      **Apologies:** B Antink, C Loran, D Maund, V Pearson.

Items	Actions
<b>Minutes approval</b> – minutes from previous meeting, 18/3/15, approved.	
<b>Matters arising</b> (unless already on agenda) <ul style="list-style-type: none"> <li><b>Letter to local school</b> – Lesley has been contacted by the Junior School (re: pupil interest in allotments). The school already has a small garden and would welcome liaison with the Association. Matter to be discussed by the Association, then Lesley will meet the school contact.</li> </ul>	Committee to discuss
<b>Correspondence</b> <ul style="list-style-type: none"> <li><b>NSALG Allotment Officers Forum 20/5/15</b> – held .in Stoke-on-Trent. Invitation distributed to Association members by e-mail.</li> <li><b>NSALG National Allotments Week 2015 (10-16th August 2015)</b> – Theme is a ‘Plot for all Ages’. Designed to emphasise the benefits that allotments bring to everyone regardless of age. Information requested: includes the oldest plot-holder, the youngest plot-holder and the youngest grower on parents plot.</li> </ul>	Committee to discuss
<b>Site inspections and plots</b> <ul style="list-style-type: none"> <li>Lesley and Heather visited and several plots were identified as lacking cultivation for the time of year.</li> <li>Six warning notices have been sent out. The second notice will be sent if no action has been taken by the plot holders.</li> </ul>	
<b>Maintenance of empty plots between lettings</b> <ul style="list-style-type: none"> <li>Heather advised that empty plots will need some general maintenance to ensure weed growth is not excessive. Weed killer can't be used because the Town Council is not licenced to use powerful weed killer (the allotment handbook also gives guidance about this).</li> </ul> <p>The weeds need cutting down before they start producing seed heads. Lesley suggested a person who could help with strimming weeds, for a small fee. If this goes ahead, Heather asked if it would be possible to for the Town Council and the Association to share the cost. Invoices would need to be submitted on a regular basis, the status of the person's insurance would also need to be clarified, as well as determining who would manage the person on site (Town council or Allotment Association). Ray was asked if</p>	

<p>he would instruct the person and tell them what tasks needs undertaking.</p> <h3>Flooded plots</h3> <ul style="list-style-type: none"> <li>Steve Gallimore raised the subject of the plots at the bottom of the allotments where drainage is a problem. As the fence work looks poor there, it might be best to remove it. This would also help when mowing the grass, enabling it to be mown on one level. There is just one tenant left on this set of plots.</li> </ul> <p>An alternative to this lawned area is to create a water habitat. Town Clerk, Paul Russell, knows someone who could drive a digger to excavate the flooded plots to 10 ft deep. The hole would then fill up with water within 24 hours. It would need to be fenced for safety and the other side built up to prevent flooding. If agreed, the Committee need to let Paul know exactly where the hole is to be dug.</p> <p>If a soak away is put in place, there is no access to the next field into which it can drain. The next field is owned by Caldicotts.</p> <p>Steve will start to remove the fences and he and members of the Committee will discuss the options with the Town Council.</p>	<p>Committee to discuss further with Town Council</p>
<h3>Access track</h3> <ul style="list-style-type: none"> <li>The access track between the two car parks needs repairing as it is a problem in dry and wet weather. Chippings were suggested as a solution.</li> </ul>	
<h3>Distribution of new boundary fence posts</h3> <ul style="list-style-type: none"> <li>Fifty fence posts have recently been provided for the allotments, paid for, in part, by a donor. Heather asked for them to be used for external boundaries, not internal boundaries and for members to record who has had a fence post issued to them. The posts are in the metal lockup (the cube).</li> </ul>	<p>Members to record fence post distribution</p>
<h3>The Communal Shed and the Communal Plot</h3> <ul style="list-style-type: none"> <li>John Braithwaite has drawn up a plan for the Communal Plot, which needs to be discussed by the Committee. There will be a vegetable area and a flower growing area. Plot 54 – an experimental training plot. Espaliered apples for pruning training are to be on the periphery Need a small area for tables and chairs. Members of the Association need to form a team to take responsibility for various areas of the Communal Plot.</li> <li>Exact contract details have not yet been finalised and need to be discussed further. Some discrepancy exists about what was originally agreed and what</li> </ul>	<p>Committee to discuss further</p> <p>Heather and Lesley</p>

was proposed [and agreed] at the Town Council meeting.	to check
<b>Website</b> <ul style="list-style-type: none"> <li>Chris Preece is to train a few people to add text to the website.</li> <li>All past Minutes are now on the website, in the document section, alongside the LAA AGM minutes, LAA newsletters, Allotment Handbook, and LAA Constitution.</li> <li>The Facebook page is useful for communication and opens our website up to other Allotmenteers.</li> <li>The website address appears on the Minutes and the Newsletter.</li> <li>The website is useful to highlight campaigns, such as' Blight Watch'.</li> <li>Chris Preece to present an invoice for work done on the website, to Treasurer, Steve Gallimore.</li> <li>Wine Recipe from Mr Jordan is to be added to the website.</li> </ul>	Chris Preece to action
<b>Pests and other allotment problems</b> <ul style="list-style-type: none"> <li>Ray was surprised to disturb a courting couple at the allotment. They promptly left the allotments.</li> <li>Lesley will buy a day book (an A4 diary) and place it in the Communal shed for anyone to record incidents e.g. thefts, suspicious sightings. Meeting dates can also be added to the diary.</li> </ul>	Lesley to action
<b>Fund raising ideas</b> <p><b>Plant Fair on the Grange</b>, Saturday May 30<sup>th</sup>.LAA to have a stall with the following arrangements:</p> <p>Morning volunteers need to arrive by 9am to help to set up. Morning volunteers - Cathy, Jane, Lesley. Afternoon volunteers - Viv, Christine.</p> <p>We will need mushroom boxes and plastic bags.</p> <p>Chris Preece - tables and chairs.</p> <p>Ray – gazebo</p> <p>Jane – blackboard, float and bunting.</p> <p>Leave donated plants at the Communal shed for Friday 29<sup>th</sup> May, for Steve to store, ready for the next day.</p> <p>Meet at the allotment shed on Friday 29<sup>th</sup> May at 6pm to discuss further.</p>	All to note and action
<b>Newsletter</b> <ul style="list-style-type: none"> <li>The Leominster Allotment Association Newsletter was distributed by e-mail on 6/5/15. Hard copies were put into the Community Shed. Standard practice is to add documents to our website at the same time.</li> </ul>	

<b>Diary Dates</b>	<ul style="list-style-type: none"> <li><b>Leominster in Bloom judgement day</b> – 30<sup>th</sup> July 2015.</li> <li><b>Car Boot Sale</b> – Sunday 30<sup>th</sup> August 2015.</li> <li><b>Official opening of Communal Shed</b> – details and date to be discussed.</li> </ul>	Committee to discuss further
<b>Any Other Business</b>	<ul style="list-style-type: none"> <li><b>Leaking water butt</b> - this has been reported to Heather.</li> <li><b>Offer of carpet</b> - An offer of carpet for the Communal Shed has been made by Christine Loran, but the Committee has decided not to take up this kind offer.</li> <li><b>Allotment insurance query and clarification</b> – as some members run more than one plot, but only pay one membership fee of £5, all the plots they rent are covered for insurance. This is because the insurance is for the tenancy. However, Viv has offered to double check this point.</li> <li><b>Flags at the allotments</b> – Flags must not to be raised at the allotments to make political points. There is also a height restriction on any flags.</li> <li><b>First Aid kit</b> - The Town Council has replaced the First Aid kit which Heather will put it into the Communal shed.</li> <li><b>“Allotment” magazine</b> – Copies received by Lesley and distributed at the meeting (please read them and then pass on to circulate amongst members).</li> </ul>	Heather to action  Viv to action
<b>Next meeting</b> <b>Date of next meeting, Wednesday 15<sup>th</sup> July, 7pm, Town Council Offices.</b> Please bring a copy of these minutes with you to the next meeting.		

**Agenda for Leominster Allotment Association meeting.  
Wednesday 15<sup>th</sup> July 2015, 7pm, Town Council Offices, Leominster.**

- Apologies
- Approval of minutes
- Matters arising  
(unless matter is already on agenda)
- Any correspondence
- Site inspections – report
- Communal shed and Communal plot
- Website
- Pests and similar problems
- Fund raising - progress
- Newsletter
- Diary dates
- Any Other Business
- Date of next meeting