

Leominster Allotment Association meeting**Wednesday 4th January 2017, 7.00pm**, at the Town Council Offices, Leominster.**Committee members present:** G Murdoch (Chair), C Preece, C Fewlas, S Gallimore, J Lacey, L Marsh, V Pearson, R Wall**Others present:** J Debbage, D Wall**Apologies:** J Braithwaite**Minutes:** Christine Conlon

Items	Actions
Minutes from previous meeting, 9/11/16 – The minutes were approved.	
Correspondence <ul style="list-style-type: none"> The National Allotment Society has been informed that Gill Murdoch is now the Chair of the Leominster Allotment Association and they have updated their records. Copies of The Allotment magazine and any future correspondence will be sent to Gill instead of Lesley Marsh. 	
Matters arising <ul style="list-style-type: none"> Edging of Community Flower-beds – J Debbage and R Wall have undertaken this task. There are four more flower-beds to edge. Kings Seeds orders – problems arose when our original cheque was mislaid by Kings Seeds. This has now been sorted out. Potatoes and onions will be delivered at a later date, in keeping with planting times. Pruning Perimeter Trees – Starts on Monday 9th January. Trees taken to 5-6 ft only. Anything overhanging the driveway will be taken back. Promotional flyer – in progress with C Preece. Harvest Supper Awards list - C Conlon to put onto the website. 	C Preece C Conlon
Site inspections G Murdoch, J Debbage and J Lacey visited the site. <ul style="list-style-type: none"> A couple of trees need removing from plots. A couple of plots are not being cultivated. J Debbage is to promote the allotments in the February edition of the Leominster News. C Preece will send photographs to Julie. Julie will also advertise plots in the Town Council offices window along the lines of “Thinking about an allotment...?” Site Problems <ul style="list-style-type: none"> Moles – A proven deterrent is mothballs dipped in curry and then placed in the ground where moles excavate. Greenhouse – strong winds blew a pallet into the glass roof. Thanks were given to Ray Wall for speedy replacement and fixing of the glass panels. Fence – part of the fence bordering Ginhall Lane has dipped. 	C Preece J Debbage
Family Fun Day, Plant Fair Preparation The Family Fun Day and Plant Fair is to be held on Saturday 10 th June on The Grange as part of the Leominster Festival. We will have a plant stall at the event.	

<p>Cathy and Viv discussed ideas for our participation in the event. We should use it as an occasion to promote the LAA and the allotments. We will all grow plants to sell. Members will need to help on the day. The gazebo will be needed.</p> <ul style="list-style-type: none"> • Popular last time: Rhubarb, herbs, individual slices of cake, French Beans. • John Braithwaite has worked with the 8 – 9-year olds from the Junior School and it is thought they could participate. • Leominster festival will be 2-11 June with the theme ‘Paint the Town’ • Gill and Cathy will attend the Festival sub group meetings re the Family Fun Day and report back to this committee. 	<p>C Fewlass G Murdoch</p>
<p>Composting Project</p> <p>J Debbage contacted Kenton Vigas (Herefordshire Council), whose role is to support community composting in Herefordshire. He is currently writing a policy promoting recycling to decrease landfill. For example, an organisation could be rewarded with, say, £40 for recycling a ton of waste, preventing it from going to landfill. At the moment the parameters are unclear with many grey areas still to be clarified.</p> <p>A Community Composting document is available for the LAA committee to read. Ask J Debbage for the electronic version.</p> <p>Currently, the Allotments’ compost bins are not being used properly and some ‘bad’ items have been dumped in the bins.</p> <p>The bins are not facing the right way and they need hard-standing, costing £2,704.04 + VAT. This doesn’t include the sand and gravel. Possibly the LAA could apply for a grant on behalf of the council, or apply for lottery funding in order to do this.</p> <p>A small group will meet on Thursday 12th January at 10am at the allotments, to discuss the design on the composting bays: S Gallimore, C Fewlas, J Debbage, R Wall, V Pearson.</p> <p>Thanks went to Ray Wall for making a leaf composting pen for all to use.</p>	
<p>Newsletter</p> <p>To be sent out in January 2017. Topics to include:</p> <ul style="list-style-type: none"> • Composting. • Help offered if plot holders have difficulty managing plots. • Family Fun Day – plant one extra seed and raise a plant for the plant stall. • Seed Swap – 4th February at the Courtyard 12pm – 3.30pm. 	
<p>Awards</p> <p>The judges will need to see the allotment plots two or three times before making the decision about awards. J Braithwaite has contact details for the judges.</p>	

<p>Membership Contact Details - This subject will be re-visited at tenancy time.</p>	
<p>Outings</p> <p>Viv and Cathy had considered various options for days out. It was agreed that we would organise a trip to Birmingham Botanical Gardens (18th March) and would review further trips depending on the success. Hiring a 15-seater coach costs approximately £230. Another option is car share.</p> <p>Suggested sites:</p> <ul style="list-style-type: none"> Westonbirt Arboretum (Autumn) Botanical Gardens of Wales Spetchley Gardens Ryton Organic Gardens Newport House <p>Local possibilities:</p> <ul style="list-style-type: none"> Weir Gardens (Spring time) Hampton Court Open gardens scheme and the Red Cross gardens scheme 	<p>G Murdoch V Pearson</p>
<p>Diary Dates</p> <ul style="list-style-type: none"> • Composting group - Thursday 12th January, 10am, at the allotments. • Leominster Allotment Association meetings – moving to the first Wednesday of the month (except for the AGM). The venue is the Corn Square Town Council office site at 7pm: 1st March 10th May (and AGM). Members to be informed of changed AGM date and venue nearer to the time. 5th July 6th September 1st November J Debbage will book her attendance and the meeting room. • Seed Swap – 4th February at the Courtyard 12pm – 3.30pm. • Trip to Birmingham Botanical Gardens, 18th March. Details to come. • Leominster Festival – 2nd – 11th June. Theme “Paint the Town ...” • Family Fun Day and Plant Fair – Saturday 10th June on The Grange. 	<p>C Conlon</p> <p>J Debbage</p>
<p>Any Other Business</p> <ul style="list-style-type: none"> • National Allotment Society AGM – The 2017 AGM is to be held on 10th June at The Hilton Bath City Hotel, Bath. Full details on their website. • Pest Control – There are rodents (but not rats) on the allotments. • Allotment Buddies – J Debbage needs a list of potential Allotment Buddies. This will also be publicised in the newsletter. • Rose Arch – J Debbage will organise delivery to the Community plot. 	<p>All to note</p> <p>J Debbage</p>
<p>The next meeting is on Wednesday 1st March 2017, 7pm, Town Council offices, Leominster. It is expected that the Town Council offices will have been moved to Corn Square by this date.</p> <p>Please bring your copy of the minutes with you to the meeting – thank you.</p>	<p>All to note</p>

Leominster Allotment Association meeting

Wednesday 1st March 2017, 7.00pm, at the Town Council Offices, Leominster.

Committee members present: G Murdoch (Chair), J Braithwaite, C Fewlas, S Gallimore, J Lacey, V Pearson, R Wall **Others present:** J Debbage, D Wall

Apologies: C Preece, L Marsh

Minutes: C Conlon

Items	Actions
<p>Minutes from previous meeting, 4/1/17 Amendment to the term “Community Flower-beds” required. They should have been referred to as “Mini-plots”. The minutes were then approved.</p>	
<p>Correspondence – none reported.</p>	
<p>Matters arising</p> <ul style="list-style-type: none">• Edging of mini-plots – completed.• Kings Seeds orders – potatoes arrived. Some items outstanding which Kings will deliver nearer their planting time.• Pruning Perimeter Trees – pruned.• Awards list – on website.• Promotion of LAA in Leominster News magazine – done.• Newsletter – distributed by email, hard-copy and on website.• Rose arch – found to be unusable when excavated, so not used.	
<p>Treasurer’s report S Gallimore produced an excellent report examining the £5 LAA subscription fee, the costs of insurance and affiliation to NALG.</p> <p>After some discussion about the paper and the implications contained therein, it was agreed that a motion be put to the AGM proposing an increase of the LAA subscription to £6 p.a. from April 2018, setting a review date. Steve will write the proposal.</p> <p>Tenancies are due to be renewed and reminders will be posted on 15/3/17. C Preece has designed an A5 flyer to be enclosed with the reminders. The design was approved. The council need copies of the flyer by 13/3/17.</p>	<p>Steve to action</p>
<p>Site inspections G Murdoch and J Lacey visited the site.</p> <ul style="list-style-type: none">• The hedges have been cut.• R Murdoch offered to be an allotment buddy. No other applicants applied.• P Russell has ordered a hedge pack, which contains 30 whips of mixed hedge including Hawthorn. Rabbit protection will be needed. <p>Site Problems – pest control</p> <ul style="list-style-type: none">• J Debbage had quotes from two contractors. She has chosen one and given the current pest control contractor notice.• It was noted that a new approach to pest control will be adopted – the boxes will contain dyed food that will colour excrement. The contractor will look for rat faeces and take action accordingly. This method prevents the poisoning of mice that are then consumed by birds.	

<ul style="list-style-type: none"> the contractors will let ploholders know if they need to go onto their plot. <p>Plots and allotment site</p> <ul style="list-style-type: none"> There is one full plot and half a plot available. It is expected that 4 ¼ plots will be created where the flooded plots were, as since the drainage was put in, these plots have drained. J Debbage to remove the plastic/rubbish which was dumped in the middle compost bay. The Police have offered to mark-up gardening equipment for ploholders on 20th May, at 10am. J Debbage will find out what time it finishes. The allotment boundary fence is dipping in a couple of places. J Debbage will check this and arrange for re-fencing at these areas. There are chippings from the tree pruning, available to all, on the car park and at the top, near to the hedge. 	<p>J Debbage to action</p>
<p>Allotment Awards judges</p> <ul style="list-style-type: none"> J Braithwaite gave an update on the judging selection for the allotment awards. Mikko Moran has confirmed that he will be one of the judges. He works part-time at Berrington Hall and is based at The Weir. Mikko will recruit at least one other fellow gardener (possibly from the Weir) to help with the judging. The previous judge, Frances, has passed on her paperwork and scoring system to provide guidance for the new judges. 	
<p>Trip to Birmingham Botanical Gardens 18/3/17</p> <ul style="list-style-type: none"> 25 people booked so far - a mix of LAA members and others. V Pearson has arranged a new venue for the fish and chips lunch, as the Harry Ramsdens has now closed down. 	
<p>Flyer designed by C Preece</p> <ul style="list-style-type: none"> Thanks to C Preece for designing an A5 flyer promoting the allotments, to be enclosed with the tenancy renewal reminders. Also suggested, a form could be included, for any LAA subscribers to update their contact details. 	
<p>Plant Fair Preparation for 10/6/17</p> <ul style="list-style-type: none"> There won't be a seed swap, but we will have a 'Surplus Seed Box' and donations can be given for any seeds taken. C Conlon will provide an index box with index cards or something else appropriate. There will be controlled activities for children – just two activities on the go at one time. Jill Hearst and Helen Bricknell will be involved in the organisation of such activities. Suggested activities: potato printing, quick seed growth (sunflower), paper butterflies on garden canes, making and painting bunting. Peter Rabbit pictures to be made by the Puddleston Rainbow Brownies. We will need a 'setting-up' team for the marquee and 3 x tables. Please provide: Rhubarb, herbs, slices of cake, French Beans, bunches of flowers tied with raffia/ribbon (buckets of water needed for cut flowers). Pre-price to make it simple and label the plants. 	<p>C Conlon to action</p> <p>Cathy to coordinate</p> <p>All to note</p>

<ul style="list-style-type: none"> • S Gallimore has offered to store the plants overnight in his garden. • To be discussed again at 10th May meeting, after AGM. 	
<p>Composting Project</p> <p>A small group met on 12/1/17, to discuss the composting bays. As the Town Council needs somewhere for its green waste, the council has decided that the bays will stay in their current format and be used as follows:</p> <ul style="list-style-type: none"> • The left-hand end bay is to be kept for the lengthsman to use. • The right-hand bay is for the plot-holders to use. • The middle bay is for mixing, which J Debbage will oversee. • The height of the compost bays will remain the same. • At the end of the season, the compost will be removed from the middle bay for people to help themselves, but they will have to sieve it first. <p>It was suggested that the Town Council</p> <ul style="list-style-type: none"> • Considers gating the bays • Puts up signs e.g. “Green waste only - no plastic/rubbish”, also pictures/symbols. • Possibly plants shrubs around the bays to disguise them. • Reviews the process in the autumn 	
<p>Preparation for the AGM</p> <ul style="list-style-type: none"> • Reports from committee members will be required. • The 2018 AGM date needs to be chosen, in advance of the meeting. • C Conlon will prepare the paperwork for distribution (e.g. agenda, committee nominations). 	<p>ALL</p> <p>C Conlon to action</p>
<p>Newsletter</p> <ul style="list-style-type: none"> • To be sent out before May and the AGM. • All contributions to the newsletter will be welcomed – please send to Gill Murdoch. 	<p>All to note</p>
<p>Diary Dates</p> <ul style="list-style-type: none"> • 18th March – Trip to Birmingham Botanical Gardens. Time tbc *. <p>* 8.30am departure from the Fire Station car park in Leominster, now confirmed. C Conlon.</p> <ul style="list-style-type: none"> • 10th May – LAA AGM, 7pm - approximately 30 minutes. The LAA meeting will start at 7.45pm. • 20th May, 10am. The Police mark-up of gardening equipment. • 2nd – 11th June - Leominster Festival. Theme “Paint the Town ...” • 10th June - Family Fun Day including LAA plant & produce stall on The Grange. 	
<p>Any Other Business</p>	

<ul style="list-style-type: none"> • G Murdoch asked for volunteers for The Great British Spring Clean – Sunday 5th March, 10am – 12pm. Meet in Corn Square. • The NSALG sent a contribution for the hire of the room at the Forbury and refreshments, for the regional meeting held in August 2016. • Signs are required at the allotments to remind dog owners to pick up after their dogs, when they walk them around the allotments. • C Conlon asked J Debbage to check if the Admin e-mail was working • It is hoped that the allotments notice board will be replaced. 	
<ul style="list-style-type: none"> • The next meeting is on Wednesday 10th May The AGM, 7pm - approximately 30 minutes. The regular LAA meeting will start at 7.45pm. <p>To be held at the Town Council offices, Leominster. It is expected that the Town Council offices will have been moved to Corn Square by this date.</p> <p>Please bring your copy of the minutes with you to the meeting – thank you.</p>	J Debbage to action
	All to note

Leominster Allotment Association Annual General Meeting

Wednesday 10th May 2017, 7.00pm in the Town Council offices, Corn Square,
Leominster.

Committee members present: Gill Murdoch (Chair), Cathy Fewlass, Steve Gallimore, Jane Lacey, Lesley Marsh, Viv Pearson, Ray Wall.

Others present: B Gray-Addyman, J Debbage, B Hirschmann, M Locock, C Loran, R Murdoch,
A Smithells, D Wall, I & D Wilkins.

Apologies: J Braithwaite, S Morris, A Parsons, B Preece.

Minutes: Christine Conlon

Minutes Approval

The minutes from the previous A.G.M. meeting, 24th August 2016 were approved as a true record of last year's meeting and they were signed by the Gill Murdoch.

Opening matters

Leominster Allotment Association year – this now matches the financial year
i.e. 1st April – 31st March.

Chairman's Report – Gill Murdoch

- The Harvest Supper and Awards evening on 17/10/16 at Grange Court was very successful and included excellent food. We are looking forward to the next one in October.
- The mini-plots continue and thanks in particular go to Cathy Fewlass and Ray Wall. Any volunteers to help with this would be valued and welcome.
- The Community Shed has been painted, thanks again to Cathy, Ray and others.
- The visit to Bisley Community Composting scheme, 8/10/16, was useful and interesting.
- The trip to Birmingham Botanical Gardens, 18/3/17, was well supported.
- If there is adequate interest, more trips will be organised.
- A good working relationship was established with Town Council staff, and we thank them for their help.
- The Hedges have been trimmed, organised by the Town Council.
- Composting bins are in place and Julie Debbage (Town Council) has put up signs asking plot holders to deposit green waste only and to keep the area clean.
- The Town Council have contracted a different pest control company for the allotments.
- Smaller plots and quarter plots have been created.
- The LAA will have a stall at the Family Fun Day on the Grange, 10/6/17, to raise funds.
- It is hoped to have a BBQ this summer.
- There will be no other major fundraising during the year.
- There will be different Allotment Awards judges this year.
- Gill thanked the members of the committee for work done over the year.
- Gill also thanked Sue Morris for her care of the composting toilet.
- Finally, Gill thanked anyone else who has helped with the allotments.

Minutes Secretary report – Christine Conlon

- Since the last AGM in 2016, four general meetings have been held. The fifth meeting is to be held immediately after this AGM.
- Normally, six meetings per year are held, but because the AGM has been moved forward, one meeting will be missed out.

- The LAA minutes are emailed to members of the committee. The main points from the minutes are then put into newsletter form and distributed to all Leominster Allotment Association members. So far, we have produced 2 newsletters in this LAA year.
- The main method used to communicate is by e-mail. Paper copies go to just 8 postal addresses, which is a decrease of 2 on last year and as such, is an improvement.
- The minutes and Newsletters are put onto the website, enabling public access. Also, paper copies are put into the Community shed, so the information is available for all to see, in one form or another.
- The Leominster Allotment Association now has its own e-mail address:
leominster.allotments@outlook.com
This email address can be used by anyone for comments and queries pertaining to the Leominster Allotment Association. These emails go to the Chair and Secretary to answer.
- Finally, thank you for your support over the last 9 months.

Website report – Gill Murdoch

- Chris Preece continues to update the LAA website, with Christine Conlon.
- If there are any pictures of the allotments, they can be added to the website.

Seed catalogue report – Gill Murdoch

- Kings Seeds catalogues continue to encourage many orders from members.

Treasurer's Report – Steve Gallimore

Leominster Allotment Association: for April 2016 to March 2017

Movements on the Lloyds Bank account ****4323

Bank statement at 1 April 2016	£1,016.55
Income	£1,646.26
Expenditure	-£1,513.96

Total to 31 March 2017 **£1,148.85**

Bank statement at 31 March 2017	£1,508.85
less cheque not presented	-£360.00

(Birmingham Botanical Gardens trip, M&S Coaches)

Balance at bank **£1,148.85**

Income			Expenditure		Gain
Membership	£270.00	54 members	NSALG affiliation	-£140.25	
			Insurance	-£130.56	
			Admin	-£75.00	
Seed orders	£512.25		Seed orders	-£445.76	£66.49
Town Council	£250.00		BBQ	-£160.00	£90.00
Balance: Harvest Supper	£11.01		Miscellaneous	-£45.39	
Refund re W Midlands NSALG meeting	£61.00		Costs re W Midlands NSALG meeting	-£41.00	
Birmingham Botanical Gardens Trip	£542.00		Birmingham Trip costs	-£476.00	£66.00
Total	£1,646.26			-£1,513.96	
Overall change on the year 2016/17:					£132.30

Notes for income items

Town Council is the contribution to celebrate 10 years of Ginhall Lane Allotments

Balance re Harvest Supper is income from raffle minus cost of gifts to Allotment judges and flowers to outgoing Chair

Notes for expenditure items

Admin is cost of postage, photocopying, and Web site hosting

Miscellaneous for this year is cost of insulation material for Community Shed plus costs of Plant Screen for Council composting

Petty Cash Account

Balance of Petty Cash £28.02 at 1 April 2016

15/7/2016	-£10.00	Gallimore refund deposit for Forbury Chapel re 6/8/16 meeting W Mids NSALG
24/8/2016	-£4.67	Balance to Cathy and Jane re BBQ sundries
9/11/2016	-£8.99	Ray Wall paint re Community Shed

Balance of Petty Cash £4.36 at 31 March 2017

Overall change on the year 2016/17	(Petty Cash account)	-£23.66
Overall change on the year 2016/17	both accounts	£108.64
Total financial assets of the Association	as at 31 March 2017	£1,153.21

Proposed increase in annual membership fees.

The current membership fee of £5 per annum has remained unchanged since the Allotment Association was formed in 2008.

The major expenditure elements for the Association are the annual affiliation fee to the National Society of Allotment and Leisure Gardeners (NSALG) and the annual insurance premium which covers Association members.

In 2008 these two items cost about £4 per member. Since 2008 there have been several increases in the NSALG affiliation fees and in the insurance premiums. At present these combined costs equate to £5.00 per member and are expected to rise to £5.75 per member within the 2017/18 financial year.

The Association will therefore be spending more per member annually on these two items alone than it is receiving from subscriptions at the current level, and the discrepancy will continue to grow.

The administration costs of the Association shown in the Treasurer's report equate to a further £1.39 per member. These costs cover postage, photocopying and the web site.

The relative value of the £5 membership fee has declined since 2008 due to the effects of inflation. Using figures provided by the Office of National Statistics the equivalent of £5 in 2008 would currently need to be between £6.00 and £6.25 depending on whether the Consumer Price Index changes or the Retail Price Index changes are applied.

The membership subscriptions for the 2017 / 18 year are already being collected by the Town Council so any increased subscription would not be able to take effect until the next subscription-year commencing April 2018

**Proposal: That the annual membership fee be increased to £7.00 commencing April 2018.
This proposal was carried.**

Election of Officers

Lesley Marsh and Chris Preece have stepped down from their roles.
Cathy Fewlass will be having a short break from her role on the committee.
Gill thanked them for their continued support.

Steve Gallimore will be stepping down from his role next year.

- **Gill Murdoch** – remains as **Chair**
- **Deputy-Chair** - vacancy
- **Steve Gallimore** – remains as **Treasurer**
- **John Braithwaite** - remains as **Seed Order Co-ordinator**
- **Jane Lacey** – remains as **Membership Secretary**

- **Christine Conlon** - remains as **Minutes Secretary**

Remaining on the committee:

Viv Pearson

New committee members

We welcome Bridget Hirschmann and Ian Wilkins onto the committee.

These appointments were proposed, seconded and agreed by those who attended the meeting.

Any other business

- Discussion continues about preparation for manning the Plant Fair. A rota for manning the stall will be drawn up. Plants and produce are needed. Plants can be stored in Steve's garden, the afternoon before.
- Thanks go to J Debbage and Ray, for putting shuttering around mini-plots, replacing the corrugated iron.
- H Simpson's offer of bags of soil conditioner will be investigated.
- Orleton have a permaculture set-up in their allotments. More information is required on this subject so that we could look at different categories for the plots e.g. no-dig plots.
- Suggested that we have a speaker for our open day.
- Saturday 20th May, 10am – 12, Police Marking of gardening equipment.
- Security of the site by locking the gates will be highlighted in the next Newsletter.

Gill Murdoch thanked everyone for attending the meeting and the meeting was closed.

Next Annual General Meeting: Wednesday 2nd May 2018, 7pm, in the Town Council Offices, Corn Square, Leominster.

Please bring your copy of these minutes with you to the next A.G.M. meeting.

Leominster Allotment Association meeting

Wednesday 10th May 2017, 7.00pm in the Town Council offices, Corn Square, Leominster.

Committee members present: Gill Murdoch (Chair), Steve Gallimore, Bridget Hirschmann, Jane Lacey, Viv Pearson, Ian Wilkins, Ray Wall (Ray decided to resign from the Committee after this meeting). **Others present:** J Debbage, C Fewlass, D Wall, D Wilkins.

Apologies: J Braithwaite, S Morris, A Parsons, B Preece, C Preece. **Minutes:** Christine Conlon

Items	Actions
Minutes from previous meeting, 1/3/17 – approved.	
Correspondence – none reported.	
<p>Matters arising</p> <p>Judges for the Allotment Awards – new judges are to be appointed this year, ‘Caro’ from LIB and one other. Christine will ask another qualified gardener to be a judge, or if she wants to, to job-shadow the judges.</p> <p>Newsletter – Near completion. To be distributed to LAA members shortly.</p> <p>Dogs in the allotments – ‘Dogs on Leads’ and ‘No Dog Fouling’ signs to be posted at the allotments. It is hoped that a dog bin will be sited there too.</p>	<p>Christine to action Gill to action J Debbage to action</p>
<p>Site inspections, plots and site problems</p> <p>The plots were inspected by Jane, Julie and Gill.</p> <ul style="list-style-type: none"> • Some allotments need trimming back, as it looks as if the plot-holders have given up on them. • There is good interest in getting smaller plots, rather than taking on a full plot. • There are seven empty plots but these aren’t all full plots. Some vacant plots are half and quarter plots and they are being advertised by the Town Council, at the newly opened Corn Square offices. • Most plot holders have paid their tenancy; however, some are outstanding. The Town Council may need to state that if the plot-holder doesn’t pay by a certain date, the plot has to be vacated. • Julie to provide Steve with plot numbers to match with the LAA memberships. • The recently cut hedge will green up and grow again. • The allotment gate is still being left open, despite signs. • In case of emergency, the co-ordinates for the allotment site are shown on the Community Shed window. 	
<p>Plant Fair and Family Fun Day Preparation - To be held on Saturday June 10th, on the Grange.</p> <ul style="list-style-type: none"> • Please provide plants, produce (e.g. rhubarb) and cakes for selling. • There will be a ‘Spare Seed’ box where, for a small monetary donation, people can choose ‘new’ seeds. • Please provide information on the plant labels of any plants for sale. • Decide what price the plants are going to be, as they will vary in size and category. Round figures are best e.g. 50p, £1. • We will need: cash float, tables, chairs, gazebo, sheeting to cover tables. • There will be decorations made by the Puddleston Rainbow Brownies. • Steve has offered to store the plants in his back garden, the day before. 	

<p>Any plants can be brought to the allotments for Steve to store, between 4pm and 6pm on the Friday.</p>	
<p>Newsletter</p> <p>Gill is just waiting for one more report to be submitted and then the newsletter will be distributed by Christine. It may be necessary to review the cost of printing and delivering the newsletters in the future.</p>	<p>Christine to action</p>
<p>Membership</p> <p>Steve reported that there are still some Leominster Allotment Association memberships to be paid.</p>	
<p>Allotment BBQ</p> <p>If there is enough interest, a date will be set for a BBQ this summer. It will be mentioned in the newsletter. Suggested prices: £4.00 per head for adults. Children free. To be discussed.</p>	
<p>Diary Dates</p> <ul style="list-style-type: none"> • Security Marking – at the allotments, Saturday 20th May, 10am – 12pm. • Plant Fair & Family Fun Day – Saturday June 10th 2017, on the Grange. • Harvest Supper & Awards evening – Friday 6th October, Grange Court. 	
<p>Any Other Business</p> <ul style="list-style-type: none"> • Car parking – Some plot-holders are parking next to their plots. The protocol is that plot-holders can take their car to the plot, drop off any items at their plot, and then re-park in the designated area. • Wood chips – will be left by the car park for general use. • Evaluation of assets – The list of allotment assets is to be updated. It will include the allotment gates, Tree bog and Community Shed. • Tree Bog – this now needs servicing. • Allotment Handbook – The handbook needs to be reviewed and, if necessary, updated, for example, the Town Council address has changed. 	
<p>The next meeting is on Wednesday 5th July 2017, 7pm, Town Council offices, Leominster.</p> <p>Please print off and bring a copy of the minutes with you to the next meeting.</p>	

Leominster Allotment Association meeting

Wednesday 5th July 2017, 7.00pm in the Town Council offices, Corn Square, Leominster.

Committee members present: Gill Murdoch (Chair), Steve Gallimore, Bridget Hirschmann, Viv Pearson, Ian Wilkins. **Others present:** J Debbage, R Wall, D Wall.

Apologies: J Braithwaite, J Lacey.

Minutes: Christine Conlon.

Items	Actions
Minutes from previous meeting, 10/5/17 – approved.	
Correspondence – Derek Munford, Secretary of the Hereford Allotment Association, wrote to offer a stall at an event on King George’s Playing Fields, Hereford. We won’t be taking up his kind offer, but Julie will send him information about Leominster Allotments.	J Debbage to action
<p>Matters arising</p> <ul style="list-style-type: none"> • New Judge for the Allotment Awards – Rhian Pugh is the new judge (Caro is unable to help with the judging). Rhian is very keen and well qualified, so ploholders may see her down at the allotments, assessing the plots. There will be a new award: Best New Plotholder during the last year. • Newsletter – Sent to all LAA members in May. • Dogs in the allotments – Signs referring to dogs have been put up at the allotments and a dog-waste bin is to be sited near to the toilets. • Security Marking – Held on 20/5/17. This wasn’t well attended; however, the Police will come back in the autumn for another marking session. 	
<p>Plant Fair and Family Fun Day Report</p> <p>This was held on a gusty day on the Grange, on Saturday 10th June.</p> <ul style="list-style-type: none"> • £189.20 was banked and the LAA donated £20 to the Leominster Festival fund. • Apart from the plants, sales of cakes and rhubarb went particularly well. • Plants requested were: Rhubarb, Parsley, Thyme and Cherry Tomato, so we hope to provide them next time. • Having children there helped to get children interested in the plants as well as bringing families to the stall, but If children’s activities are held alongside the LAA stall, we need a better sign, e.g. “Children’s Activities”. • Steve suggested ordering a specially made pull-up banner for advertising the Leominster Allotment Association at any future events. 	
<p>Site inspections, plots and site problems</p> <p>The plots were inspected by Gill, Jane and Julie.</p> <ul style="list-style-type: none"> • The empty plots have been strimmed. • Julie will arrange for the Tree Bog to be serviced. • There are several empty plots but Julie will be showing some interested people around the plots shortly. Three plots have recently been let. • Two wasp nests have been removed from allotment sheds. Please let Julie Debbage know if a nest is sited anywhere else on the allotments. • The Pest Controller has not found any evidence of rats on the site. • Please keep the bottom path clear of vehicles. • People are still putting inappropriate items into the compost bin. The area near to the compost bins will be cleared up and tidied. 	

<p>catalogues are ready for distribution.</p> <ul style="list-style-type: none">• Leominster Open Gardens – This is a bi-annual event and it will be taking place in 2018. It may involve the allotments having an Open Day.	action
<p>The next meeting is on Wednesday 6th September 2017, 7pm, Town Council offices, Leominster.</p> <p>Please print off and bring a copy of the minutes with you to the next meeting.</p>	

Leominster Allotment Association meeting

Wednesday 6th September 2017, 7.00pm in the Town Council Offices, Corn Square, Leominster.

Committee members present: Gill Murdoch (Chair), Steve Gallimore, J Lacey.

Others present: J Debbage, R Wall. **Apologies:** J Braithwaite, Viv Pearson, Ian Wilkins.

Minutes: Christine Conlon.

Minutes from previous meeting, 5/7/17 – approved.	
Correspondence <ul style="list-style-type: none">• Removal of produce - An Allotment Association member reported that produce had been taken from some allotments. J Debbage has investigated and this may have happened because of a misunderstanding of the phrase “help yourself”. Police advise that if anything is taken without permission, it is theft and not a trivial matter. Gill Murdoch will include this information in the newsletter.• Froglife – Julie Debbage has received a letter from Kathy Wormald, Chief Executive Officer of Froglife (a toad/frog-focussed project). A wildlife-gardening workshop is offered to allotment-holders. Julie is to reply saying that the LAA is interested.• Interest in our compost bins – Mel Watkins, Chair of Hereford’s 400 allotments, contacted Julie as he is interested in learning about our compost bins. It will be suggested that he visits Bisley Allotments composting site.	Gill to action Julie to action Julie to action
Matters arising <ul style="list-style-type: none">• Allotment judging – Rhian Pugh, the judge, has now assessed the plots. The trophies are back with the Town Council and the room at the Grange is now booked.• Tree bog – This has been serviced, the steps secured and a handrail added.	
Barbecue <p>This was cancelled due to low interest. Next year, committee members will put their names on the list first, to encourage others to add their names.</p>	
Handbook <ul style="list-style-type: none">• Committee members have checked the first 10 pages of the handbook. Gill has noted the suggested amendments.• If there’s an electronic copy of the handbook, changes can be made easily, but if not, Christine offered to re-type it, incorporating changes so that an updated version can be put onto the website. Jane will find out if there is an electronic copy.• Committee members are to check the next 10 pages in time for the next meeting.	Jane to action All to action
Site inspections, plots and site problems <p>The plots were inspected by Gill, Jane and Julie.</p> <ul style="list-style-type: none">• Julie needs full contact details for one plot holder who has chickens on site. The owners need to be aware that Ray will be turning off the water for the winter.• The gate is being locked more often, but Julie discovered it open one morning.• Plotholders should be encouraged to keep a water butt on their plots, in case the water unexpectedly gets turned off.• The larger gates are to be closed to vehicles after the October half term to prevent the track ways being damaged in the winter. Gill will add this to the newsletter.• Two piles of woodchip have been put in the car park area for plot-holders to use. At the present time, no-one knows who has donated them.	Julie to action

<p>Compost bins</p> <ul style="list-style-type: none"> • The contents of the compost bins have been checked, revealing that some ploholders have continued to put the wrong things in the bins. • The bins are now officially closed until further notice. During the closure, Julie will take the top two levels off as it is too high. A height of 4ft is best. 	<p>Julie will action</p>
<p>The aims of fund-raising</p> <p>We will have specifically focussed fund-raising, should it be required.</p> <ul style="list-style-type: none"> • Banner – We are fund-raising for a banner to promote the LAA. Jane suggested that the National Society of Allotments will contribute if the NSA logo is added. • Raffle – There will be a raffle at the Harvest Supper and Awards evening. Please donate prizes for the evening. 	<p>All to note</p>
<p>Social events</p> <ul style="list-style-type: none"> • There is to be a coach trip to the National Botanic Garden of Wales on Saturday 14th October. Other ideas for trips / destinations are still needed. <p>Harvest Supper and Awards evening</p> <ul style="list-style-type: none"> • People with even-numbered allotments – bring the savouries. • People with odd-numbered allotments – bring the desserts. • Christine to bring a picture quiz. • Flowers are required for the tables (Cathy and Jane) • Gill will put a notice on the Notice Board 	<p>Gill to action</p>
<p>Diary Dates</p> <ul style="list-style-type: none"> • Harvest Supper and Awards Evening – Friday 6th October, Grange Court, 7pm. • Police marking at the allotments – Saturday 7th October, 2-4pm. Bring garden equipment, also bicycles, laptops and anything valuable to be marked. Ray will put up the gazebo. • Trip to National Botanic Garden of Wales – Saturday 14th October. 	<p>Ray to action</p>
<p>Any Other Business</p> <ul style="list-style-type: none"> • The Cube – A better lock is needed for the door of the cube. • Soil conditioner – it's possible that we may be able to get some soil conditioner for the allotments if we can get it collected by a truck. Julie offered to do this. • Plot numbering – Some of the plots are still not clearly numbered and this is urgently needed in case of emergency. The Town Council staff are still deciding about re-numbering the plots. • Kings Seeds catalogues – John Braithwaite has deposited the catalogues in the Town Council Offices and they will be available for plot-holders from the Town Council Offices, between 9.00 -13.00 Monday – Friday. • Allotment magazines – Gill distributed them at the meeting. 	<p>Julie to action</p>
<p>The next meeting is on Wednesday 1st November 2017, 7pm, Town Council offices, Leominster.</p> <p>Please print off and bring a copy of the minutes with you to the next meeting.</p>	

Leominster Allotment Association meeting

Wednesday 1st November 2017, 7.00pm in the Town Council Offices, Corn Square, Leominster.

Committee members present: Gill Murdoch (Chair), Steve Gallimore, B Hirschmann, J Lacey.
Others present: J Debbage **Apologies:** J Braithwaite, V Pearson, I Wilkins. **Minutes:** Christine Conlon.

Minutes from previous meeting, 6/9/17 – approved.	
Correspondence <ul style="list-style-type: none">• Allotment judging – Rhian Pugh has agreed to be the allotment judge for 2018. She would like to be involved at an earlier stage of judging this time.• Letter to Town Council - Christine sent a letter to the Town Council thanking them for their support of the allotments at the Harvest Supper and Awards evening.• Froglife – Julie Debbage has let the Froglife organisation that the Association is interested.	
Matters arising <ul style="list-style-type: none">• Electronic version of allotment handbook – Jane will ask Stewart if he has an e-copy of the handbook.• Social event - the coach trip to the National Botanic Garden of Wales has been postponed until 10th March 2018. Only a few people have expressed interest but we will need about 25 to make a trip financially viable. Christine will update the website with this information.• Lock for the Cube – Julie is still looking into this matter. Ray has the only key at present	Jane to action Christine to action. Gill to action Julie to action
Harvest Supper report – There were approximately 35 people at the supper. The food was excellent and a good time was had by all. The raffle netted £37.	
Site inspections, plots and site problems <p>The plots were inspected by Gill and Julie.</p> <ul style="list-style-type: none">• Julie is sending 11 letters out to remind ploholders to tend their allotments.• Ray has now turned the water off.• PC Gareth was security marking at the allotments for two hours on 7th October. A note about security marking of allotment tools will be added to the handbook.	
Compost bins <ul style="list-style-type: none">• Julie managed to get the middle bin clear and it has now been layered. As it was a wet day, the digger slipped and knocked one of the posts.• Just the end bin is open for allotmentees to use. It looks as if people are bringing compostables from home, which was not the reason for siting the bins there• It was clarified that the compost bins belong to the Town Council.	
Treasurer's report <ul style="list-style-type: none">• Steve reported that the LAA buffer was £1,000.• There are 62 LAA members who have paid £5.• Jane will give a membership list to Christine and Steve so everyone's list matches.	Jane to action
Handbook <ul style="list-style-type: none">• Committee members checked pages 11 -20. Gill took the notes.• Committee members should read from page 20 onwards for the next meeting.	All to note

<p>Diary Dates</p> <ul style="list-style-type: none"> • Trip to National Botanic Garden of Wales – Saturday 10th March. • LAA meetings in 2018, all on a Wednesday: <ul style="list-style-type: none"> 3rd January 7th March 2nd May – AGM, then ordinary meeting to follow. 4th July 5th September 7th November 	<p>Christine to add details of all diary dates to the website</p>
<p>Any Other Business</p> <ul style="list-style-type: none"> • Recipes from the Harvest Supper – Bridget mentioned it would be a good idea to put some of the recipes on the website and Julie suggested a printed booklet that could be sold in the TIC. Christine will send out an e-mail to ask for the recipes and photos, and the committee can review. Recipes should be clearly typed by those who submit them. • It was suggested that we could produce an allotment calendar. • Website – Christine will contact Chris Preece about a website query about the number of hits and removal of out of date fly-tipping information. • Hedges – Julie has arranged for the hedges to be cut before Christmas. The mowing has now been finished. 	<p>Christine to action</p> <p>Christine to action</p>
<p>The next meeting is on Wednesday 3rd January 2017, 7pm, Town Council offices, Leominster.</p> <p>Please print off and bring a copy of the minutes with you to the next meeting.</p>	