

## Leominster Allotment Association meeting

Wednesday 28<sup>th</sup> January 2015, 7.00pm, at the Town Council Offices, Leominster.

**Committee members present:** Lesley Marsh (Chair), Becca Antink, John Braithwaite, Jane Lacey, Steve Gallimore, Ray Wall,

**Others present:** H Harding (Dep. Town Clerk), C Loran, D Maund, R Read, D Wall.

**Apologies:** G Ding, C Fewlass, V Pearson, C Preece, M Bloy **Minutes:** C Conlon

Items	Actions
<b>Minutes approval</b> – minutes from previous meeting, 12/11/14, approved.	
<b>Matters arising</b> <ul style="list-style-type: none"><li>• <b>School involvement in allotments</b> – Lesley has composed a letter to send to the local school, to discuss pupil interest in allotments.</li></ul>	
<b>Correspondence</b> <ul style="list-style-type: none"><li>• Correspondence received from Ann Purcell to say she is standing down as Membership Secretary due to time commitments. Thanks to Ann for her work done in this role.</li></ul>	
<b>Site inspections and plots</b> <ul style="list-style-type: none"><li>• Lesley and Heather visited the plots recently. The plots appeared wet and dismal - normal for this time of year - and agreed that they need to see the plots in March before taking any action if there is neglect.</li><li>• Some plot holders have put their plots to bed whilst there are still too many unkempt/weedy plots causing concern and spreading weed seeds.</li><li>• People need to ask themselves if they really want their plot or would they be better giving it up.</li><li>• Heather will send out a Newsletter which will mention neglected plots and the danger of spreading weed seeds.</li><li>• Neglected plots will be noted on the next visit. Plot holders will be reminded about their responsibilities when it is time for the payment for tenancies.</li></ul>	Heather to action
<b>The communal shed – progress report</b> <ul style="list-style-type: none"><li>• The communal shed was ordered and is finally 'in'.</li><li>• Ray reports that the shed still needs to be secured to the floor, also the floor needs strengthening by adding thicker floorboards.</li><li>• Post and Postcrete to be put in, in the next five days.</li><li>• Sundry items requested by Ray in order to complete the project (handle for door, padlocks, bolt, paint, weather strip above door)</li></ul>	Ray and John to action

<ul style="list-style-type: none"> <li>• The Treasurer has agreed payment/refund for the additional items. It may be possible to reclaim VAT on some items.</li> <li>• The chairman and Heather wish to thank Ray Wall and John Braithwaite, also any other helpers for getting the shed built.</li> </ul>	
<p><b>Rats and other allotment problems</b></p> <ul style="list-style-type: none"> <li>• Mole hills have been noticed in the walkway between the allotments.</li> <li>• Heather to approach Pest Control for advice. Darrel Maund will investigate a local firm, also offering Pest Control.</li> <li>• Dog fouling – plot holder has been seen walking dog, letting it foul at allotments.</li> <li>• Car parking on the second car park (the green part), is occurring, leading to damaged grass due to spinning wheels. The grass has been churned up, but it will recover. On wet soil, it will make the ruts deeper though.</li> <li>• “Speed limit 5 miles an hour” sign needed.</li> </ul>	<p>Heather and Darrel to action</p>
<p><b>Plot awards for 2015 - Ginhall Lane Allotments – Judging and Awards</b></p> <ul style="list-style-type: none"> <li>• Cathy’s document; “Ginhall Lane Allotments – Judging and Awards” was distributed to all members.</li> <li>• John Braithwaite has asked the Head Gardener at Berrington Hall, Nick Winney, to judge the awards. John will also ask Francis Riddell, a trained horticulturist, to be another judge and suggest that Nick and Francis liaise about the judging.</li> <li>• The Town Council will arrange and present the awards at the Harvest Supper in the Autumn.</li> <li>• When the full details arrive, they will be circulated to all allotment holders.</li> <li>• There will be a competition and prizes can be won.</li> <li>• Access to the allotments will need to be arranged for the judges.</li> </ul>	<p>John to action</p>
<p><b>Drainage</b></p> <ul style="list-style-type: none"> <li>• Ongoing – awaiting response from land owner. On hold whilst Town Council waits to hear about lease extension.</li> </ul>	
<p><b>Website</b></p> <ul style="list-style-type: none"> <li>• On hold at the moment due to injury to Chris Preece. Lesley will liaise with Chris Preece about the website.</li> </ul>	<p>Lesley to action</p>
<p><b>Newsletter</b></p> <ul style="list-style-type: none"> <li>• Viv is working on Allotment Association Newsletter material.</li> </ul>	

<ul style="list-style-type: none"> <li>• Any contributions please send to Viv Pearson.</li> <li>• Newsletter items could also be put onto the website too.</li> </ul>	All to note and action
<p><b>Fund raising ideas</b></p> <ul style="list-style-type: none"> <li>• If anyone has any fund raising ideas, please bring them forward.</li> <li>• A car boot sale is planned at Brightwells' site in Leominster. Proposed day is a Sunday morning in May. Just turn up. £7 a pitch.</li> <li>• Holding a stall at the Plant Fair on the green in late Spring may also bring in funds.</li> </ul>	All to note and action
<p><b>Diary Dates</b></p> <p><b>Leominster Allotment Association meeting dates:</b></p> <p><b>18<sup>th</sup> March</b></p> <p><b>20<sup>th</sup> May</b></p> <p><b>15<sup>th</sup> July</b></p> <p><b><u>AGM</u> 26<sup>th</sup> August</b></p> <p><b>16th September</b></p> <p><b>18<sup>th</sup> November</b></p> <p><b>The venue for all the above meetings is at the Town Council offices.</b></p>	
<p><b>Meeting with council</b></p> <ul style="list-style-type: none"> <li>• Jane suggested that we pick up on Iain Plumtree's suggestion that the Leominster Allotment Association Committee meet with the council from time to time. Perhaps in June / July.</li> <li>• The council also need to visit the allotments.</li> </ul>	
<p><b>Greenhouse</b></p> <ul style="list-style-type: none"> <li>• Ray enquired where the greenhouse is to be placed.</li> <li>• Heather, Jane and John will have a site meeting to decide.</li> </ul>	
<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Leominster Allotment Association membership</b> – this is still £5 per person. We have between 60 and 70 members.</li> <li>• <b>Car Boot sale</b> – Please keep items by for the proposed Car Boot sale.</li> <li>• <b>Vacant plot</b> - Heather has asked Ray to split the vacant plot and rotavate it in preparation for the year ahead.</li> </ul>	All to note and action

<ul style="list-style-type: none"> <li>• <b>A tidy-up</b> – A suggestion was made that we begin to tidy the allotment site and surroundings. This will also set an example to allotment holders.</li> <li>• <b>Membership cards</b>– Jane holds the membership details and will liaise with Christine to ensure that all members get these communications.</li> <li>• <b>Discount</b> – We were reminded that being a member of the Leominster Allotment Association entitles members to discount at Philpot's and Hinton's, the two local gardening merchants. Also, not forgetting that there is discount for Kings Seeds items too.</li> </ul>	
<p><b>Next meeting</b>  <b>Date of next meeting, Wednesday 18th March, 7pm, Town Council Offices.</b>  Please bring a copy of these minutes with you to the next meeting.</p>	

## Leominster Allotment Association meeting

Wednesday 18<sup>th</sup> March 2015, 7.00pm, at the Town Council Offices, Leominster.

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

**Others present:** H Harding (Deputy Town Clerk), B Addyman, R Read, J Redshaw, D Wall. **Apologies:** B Antink, S Gallimore, M Locock, D Maund.

**Minutes:** Christine Conlon

Items	Actions
<b>Minutes approval</b> – minutes from previous meeting, 28/1/15, approved.	
<b>Matters arising</b> (unless already on agenda) <ul style="list-style-type: none"><li>• <b>Letter to local school</b> – no response received yet to Lesley’s letter (re:pupil interest in allotments).</li></ul>	
<b>Correspondence</b> <ul style="list-style-type: none"><li>• <b>NSALG delegate and Proxy forms received</b> – passed to Jane Lacey</li><li>• <b>“Allotment” Magazines</b> – received by Lesley and distributed at the meeting (please read them and then pass on to circulate amongst members).</li></ul>	
<b>Site inspections and plots</b> <ul style="list-style-type: none"><li>• Lesley and Heather visited the site recently. At this stage (mid-March), there isn’t a lot that can be done down at the allotments.</li><li>• A green polytunnel was noticed sited on an allotment. Deputy Town Clerk Heather is aware of it and at this juncture cannot see a problem. It is courtesy, though, to refer to the Town Clerk/Deputy Town Clerk first, before siting anything like this at the allotments.</li><li>• There are approximately 8 empty useable pots.</li></ul>	
<b>The Communal Shed and the Communal Plot</b> <ul style="list-style-type: none"><li>• <b>The communal shed</b> is now secure. Thanks go to Ray.</li><li>• <b>Furniture for the Communal shed</b> – there is some stored in the cube which will be used. Also, there is a flag with the Leominster Allotment Association logo on it, which could be used. It’s possible that this could be a vulnerable target. Siting of this is yet to be decided.</li><li>• Ray has offered to rotavate <b>the Communal plot</b> if the weather is good enough at the end of the week.</li><li>• John reported that there are rootstock of redcurrants, Goji Berries and Blackcurrants for <b>the Communal plot</b> and any harvested fruit could be used to be made into saleable items to add to allotment funds.</li></ul>	

## **Pests and other allotment problems**

### **Moles**

- Following on from the LAA request for the Mole problem to be investigated, Heather accompanied the pest controller to see where the moles had been causing problems. A quote would have to be prepared and considered before any decision was made by the Town Council. Treatment would only be to the pathways and not on the allotments and, if auctioned, any process would be taken at the beginning of April.
- Treatment could include gassing the moles. Chris Preece asked Heather not to pursue that option any further and the committee was in agreement not to continue with mole destruction and the quotation.
- Members decided to deter the moles. Solutions offered included repelling them by noise/vibration. Commercially available products emit low frequency vibration, are humane and will not harm. The soil from molehills could be either raked back to fill mole holes or used within the allotments.

### **Rats**

- The rat problem is ongoing. Rat traps are kept to the outside of the plots.

## **Fund raising ideas**

### **Car Boot Sale**

- Lesley will 'man' the Car Boot sale. A car and trailer may be required for this but details are still to be discussed.
- Planned for a weekend in August. Possibly Sunday 30<sup>th</sup> August, but date to be confirmed. Time to set up at Brightwells is 7am.
- We need saleable items of reasonable quality but no clothes or toys. Remaining items can go straight to the St Michael's Hospice shop.

### **Leominster in Bloom – Plant Fair on the Grange**

- Holding a stall at the Plant Fair on the Grange in late Spring may also bring in funds – Saturday May 30<sup>th</sup> at 10.00am
- Need to meet beforehand to discuss details such as what to do if it is a wet day, what produce to sell, who will provide a table etc.

All to note and action

All to note and action

All to note and action

<p><b>Plan to have an official opening of the Communal Shed</b></p> <ul style="list-style-type: none"> <li>• Possibly choosing a date to coincide with the Leominster Festival which is 30<sup>th</sup> May – 7<sup>th</sup> June.</li> <li>• Teas and cakes on site. Shelter needs to be provided. Will we hold a BBQ?</li> <li>• There are no “Leominster Open Gardens” this year. Instead, there will be a charity shop opening up in April in Leominster hoping to raise funds for the next Leominster Open Gardens event.</li> </ul> <p><b>Details of all the above will be discussed at the next meeting.</b></p>	
<p><b>Newsletter</b></p> <ul style="list-style-type: none"> <li>• Viv has written the last two Newsletters. There is another one due in late Spring, in May.</li> <li>• Please send contributions to the newsletter (to Viv) by the end of April.</li> <li>• The Newsletter will be added to the website, in the Documents section, once the website goes live.</li> </ul>	<p>All to note and action</p>
<p><b>Diary Dates</b></p> <ul style="list-style-type: none"> <li>• <b>Plant Fair – Saturday 30<sup>th</sup> May 2015.</b></li> <li>• <b>Car Boot Sale – Sunday 30<sup>th</sup> August 2015.</b></li> <li>• <b>Official opening of the Communal Shed – date to be confirmed.</b></li> <li>• <b>Regional NSALG meetings – some meetings have lapsed</b></li> </ul>	
<p><b>Website address : <a href="http://www.leominsterallotments.org.uk">www.leominsterallotments.org.uk</a></b></p> <ul style="list-style-type: none"> <li>• Still in draft format at the time of this meeting, but progressing.</li> <li>• Suggested articles for the website, “A History of Allotments” (Cathy)</li> <li>• Chris will need to train a small number of people to add text to the website.</li> <li>• The website will be useful to signpost the Town Council website, as theirs will signpost the allotment website.</li> <li>• Content: calendar of events, resources such as the latest Newsletter, archived minutes, Pictures (gallery). Latest news.</li> </ul>	

## Any Other Business

- **Offer of carpet** - An offer of carpet for weed suppressing has, unfortunately, had to be turned down. This is because carpet is not allowed on the allotments as a suppressant (due to chemicals contained).
- **Kings Seeds orders** - Now that there is a Communal shed, any Kings Seeds orders for collection by customers could be taken down to the Communal Shed, rather than being collected from the Town Council Offices. Alternatively, the ordered goods could be collected from John Braithwaite's home at a designated time. Details to be communicated nearer to the time.
- **Leominster Allotment Association membership** – this is proving time consuming for the Deputy Town Clerk to collect on behalf of the Association. Presently, the £5 is collected alongside the annual tenancy subscription, but involves another receipt, and money is then to be paid to the Association.. Heather has agreed to continue for the time being. Offers of help from the Committee members were made in the meeting.
- **Offer of manure** – An offer of well-rotted manure has been made by Hilary Hunt (Roger Hunt's widow). It would need a trailer to be collected if the offer is taken up.
- **Plot 54** - a legal agreement is being prepared by the Town Council and the allotments for the status of plot 54. Lesley and Heather will discuss.
- **Shed on vacant plot** – Following the ending of a tenancy, resulting in a vacant plot, a misunderstanding has occurred between the Association and the Town Council.  
The situation arose when a shed on the vacant plot was donated to the Association by the outgoing tenant. At the same time, the shed was thought to have been left for the new tenants.  
The current situation is that the shed was moved and sited next to the Communal shed. At the same time, the new tenants were expecting a shed on their plot.

Chair Lesley noted the following points:

that all sides acted in good faith;

mixed messages had been at the root of the misunderstandings;

there is a need to establish a protocol for the future:

that communications between the Association and the Landlords remain open and clear.

Chair Lesley requests that all parties draw a line under it and move on.

## Next meeting

**Date of next meeting, Wednesday 20<sup>th</sup> May, 7pm, Town Council Offices.**

Please bring a copy of these minutes with you to the next meeting.



## Leominster Allotment Association meeting

Wednesday 20<sup>h</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.

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

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 parent's 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</p>	

person on site (Town council or Allotment Association). Ray was asked if he would instruct the person and tell them what tasks needs undertaking.

### **Flooded plots**

- 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.

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.

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.

Steve will start to remove the fences and he and members of the Committee will discuss the options with the Town Council.

### **Access track**

- 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.

Committee to discuss further with Town Council

### **Distribution of new boundary fence posts**

- 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).

Members to record fence post distribution

### **The Communal Shed and the Communal Plot**

- 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.  
Exact contract details have not yet been finalised and need to be discussed further. Some discrepancy exists about what was originally agreed and what was proposed [and agreed] at the Town Council meeting.

Committee to discuss further

Heather and Lesley to check

<p><b>Website</b></p> <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 Allotmenters.</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>	<p>Chris Preece to action</p>
<p><b>Pests and other allotment problems</b></p> <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>	<p>Lesley to action</p>
<p><b>Fund raising ideas</b></p> <p><b>Plant Fair on the Grange, Saturday May 30<sup>th</sup>.</b>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.  Chris Preece - tables and chairs.  Ray – gazebo  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>	<p>All to note and action</p>
<p><b>Newsletter</b></p> <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> <li>•</li> </ul>	

<p><b>Diary Dates</b></p> <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>	<p>Committee to discuss further</p>
<p><b>Any Other Business</b></p> <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>	<p>Heather to action</p> <p>Viv to action</p>
<p><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.</p>	

## Leominster Allotment Association meeting

Wednesday 15<sup>th</sup> July 2015, 7.00pm, at the Town Council Offices, Leominster.

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

**Others present:** P Russell (Town Clerk), B Addyman, N Jordan, R Neesham, R Read, D Wall. Mr and Mrs Wilkins.

**Apologies:** J Braithwaite, H Harding, S Morris. **Minutes:** Christine Conlon

Items	Actions
<p><b>Minutes from previous meeting</b></p> <ul style="list-style-type: none"><li>Amendments to the meeting minutes of 20/5/15 as follows: - Viv Pearson was <i>not</i> present at that meeting and had sent her apologies.</li></ul> <p>The minutes were then approved.</p>	
<p><b>Matters arising</b> (unless already on agenda)</p> <ul style="list-style-type: none"><li><b>Report on the Plant Fair on the Grange 30/5/15</b> – A successful day, having taken £157.80. Lesley expressed thanks to those who helped, including those who gave plants. Notice is needed if this event is planned again, so that people can get plants ready in time.</li><li>The Committee will write to the Festival Committee to thank them for letting us take part, also to ask if we could take part in the same event next year.</li></ul>	Lesley / Christine to action letter
<p><b>Correspondence</b></p> <ul style="list-style-type: none"><li><b>Security Marking of Equipment</b> – Deputy Town Clerk, Heather, e-mailed an offer, made by the local police, to come to the allotment site and security mark ploholders' equipment. The date for this is <b>Saturday 1<sup>st</sup> August, 2 – 4pm.</b></li></ul>	
<p><b>Site inspections and plots</b></p> <ul style="list-style-type: none"><li><b>Allotment Awards</b> – There is one cup and one shield. Second and Third prizes are still needed. Commendation certificates will be needed.</li><li>Possible categories suggested - Best Kept Allotment and Best Newcomer. This is still to be discussed and the two Judges will also be asked for ideas.</li><li><b>Site inspections</b> – No site inspection has taken place yet. The inspections are scheduled to be done at the beginning of each month by Lesley and Heather. Chris Preece and Steve Gallimore offered to undertake the site visits with Heather if Lesley is not available. They will all need to fit their visits around Heather's work pattern, so they will liaise about this.</li><li>Town Clerk, Paul Russell, will check if allotment warning notices have been responded to.</li></ul>	Committee to discuss  Heather to liaise about site visits

<ul style="list-style-type: none"> <li>• Additional strimming help was recently given on four occasions, as discussed at the previous meeting. Ray supervised the tasks undertaken.</li> </ul>	
<p><b>The Communal Shed and the Communal Plot</b></p> <ul style="list-style-type: none"> <li>• Essential items have now been stored in the secure green lock up (gazebo etc.)</li> <li>• Thanks were given by Lesley to Jenny and Bernard Preece, for donating the gas barbeque.</li> <li>• More guttering is needed for the shed. A plotholder is able to provide some for us.</li> <li>• The communal shed key is the same as the gate key. A notice is to be put up for people who do not have access to the internet /our website.</li> <li>• Cathy is putting together folders of past minutes, Newsletters and AGM minutes to add to the Communal Shed.</li> <li>• <b>The official “Shed Opening” and Barbeque event</b> is to be held on <b>Saturday 8<sup>th</sup> August. Set up at 3pm (for 4pm)</b> and all plotholders are welcome. A budget has been set from the Allotment Association funds, but contributions/donations are welcomed for the BBQ. Bunting and the gazebo will be needed. Notice will be put onto the website.</li> <li>• The shed opening will be used as an occasion to advertise the <b>Awards Evening on 2/10/15, 6.30pm – 10pm</b>. A decision is to be taken as to the name of the event, but preference at this stage is for “Harvest Supper and Presentation of Awards”. There will be a raffle and quiz. The Mayor and his wife will be invited. Paul agreed to book the Forbury for this event.</li> <li>• The Police are investigating a break-in at the electricity substation, next to the allotment site. It’s thought that thieves were attempting to steal cable. Allotment holders need to be aware and continue to be vigilant about security, reporting any details in the Day book in the Communal shed as well as to the Landlords, in case of any action that may be needed.</li> </ul>	<p>Town Council to book the Forbury</p> <p>All to note</p>
<p><b>Website</b></p> <ul style="list-style-type: none"> <li>• Chris Preece asked if people could send news articles to him, which he will add to the website. Christine asked Chris for additional website training.</li> </ul>	
<p><b>Pests and other allotment problems</b></p> <ul style="list-style-type: none"> <li>• A daybook has now been placed in the Communal shed for anyone to record incidents e.g. thefts, suspicious sightings (see last point of “The Communal Shed and the Communal Plot”).</li> </ul>	

<p><b>Fund raising ideas</b></p> <ul style="list-style-type: none"> <li>• <b>Car Boot Sale – Sunday 30<sup>th</sup> August, 8am – 11.30am</b> – Lesley asked for some help pricing up donated items, the Friday before. Items can be brought to the Communal Shed on Saturday 29<sup>th</sup>, and then they will be loaded up ready on Saturday evening by 7pm.</li> <li>• No textiles, clothes or shoes wanted – thanks, but good quality items sought.</li> </ul> <p>If poor weather, the Car Boot Sale could be postponed until the following week.</p>	<p>All to note and action</p>
<p><b>Newsletter</b> – to be written later in the year when there has been more to report on.</p>	
<p><b>Diary Dates</b></p> <ul style="list-style-type: none"> <li>• <b>Saturday 1<sup>st</sup> August – Security marking of equipment at allotments, 2 – 4pm.</b></li> <li>• <b>Saturday 8<sup>th</sup> August, 4pm - “Shed Opening” and Community barbeque.</b></li> <li>• <b>Sunday 30<sup>th</sup> August, 8am to 11.30am - Car Boot Sale, Brightwell’s, Easters Court.</b></li> <li>• <b>Wednesday 9<sup>th</sup> September, 7pm – AGM - The Foyer at Grange Court.</b> The date was changed from 26<sup>th</sup> August. <b>Kings Seed catalogues</b> will also be distributed at this meeting.</li> <li>• <b>Wednesday 16<sup>th</sup> September, 7pm, Town Council Offices – next ordinary LAA meeting.</b></li> <li>• <b>Friday 2<sup>nd</sup> October, 7pm at the Forbury - Harvest Supper and Awards Evening.</b> Bring and share supper (see website for details).</li> </ul>	
<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Tree Bog</b> – Sue Morris reported that the bottom step of the tree bog is tilting at a dangerous angle. Ray has offered to fix it.</li> <li>• <b>Hens</b> - A plot holder has requested to keep hens on site. This will be looked into further as regards to regulations on welfare for safe-keeping of hens on allotments; it is within allotment law.</li> <li>• <b>Self-management of allotments</b> - Discussion by Paul Russell about possibility of allotments’ self-management/administration by the Allotment Association in a few years’ time. To be thought about and discussed by Committee at later date.</li> </ul>	<p>Ray to action</p> <p>Paul to follow up.</p> <p>Committee to discuss</p>

- **Next meeting – the Annual General Meeting,  
Wednesday 9th September, 7pm, The Foyer at Grange Court.**

The AGM agenda will be sent out nearer the time.

- **The next ordinary meeting is on  
Wednesday 16<sup>th</sup> September, 7pm, Town Council Offices.**

Please bring a copy of these minutes with you to this meeting.



## Leominster Allotment Association Annual General Meeting

Wednesday 9<sup>th</sup> September 2015, 7.00pm in the foyer at The Grange, Leominster.

**Committee members present:** Lesley Marsh (Chair), John Braithwaite, Cathy Fewlass, Steve Gallimore, Jane Lacey, Ray Wall.

**Others present:**

Barbara Addyman, Janet Gallimore, Mike Goodwin, Norman Jordan, Mary Locock, Christine Loran, Darrel Maund, Sue Morris, Robert & Gill Murdoch, Richard Neesham, Chris Preece, Karen Price, Rodney Read, Davina Wall,

**Apologies:** J Andress, H Harding, V Pearson, A Purcell. **Minutes:** Christine Conlon

### Items

#### Opening matters

Minutes from the previous A.G.M. meeting, 27<sup>th</sup> August 2014: An amendment was made to the 2015 meeting date on last year's minutes.

The minutes were then approved as a true record of last year's meeting.

#### Chairman's Report – Lesley Marsh

Lesley reported that it had been a very good year for the Leominster Allotments Association:

- The Association now has its own website.
- The Association had a stall at the Plant Fair on the Grange in May, which raised £161.80. It also helped to publicise the allotments.
- The community shed officially opened in August.
- The Association held a barbecue at the allotments in August.
- The community plot is being tended.
- This year, 71 plots out of 91 plots are members of the Association. There are 65 members, but some members have two plots.
- The key for the allotment gate will now open the community shed as well.
- The Association made a little money from the sale of Kings Seeds products last year. The catalogues are available again this year – Kings' products are cheaper than those commercially available.

- The Association has also made links to the local primary school. The children are developing a school garden and they will benefit from their links to the allotments.
- An event to come: Harvest Supper and Awards Evening on Friday 2<sup>nd</sup> October at the Grange. Sign up on the list in the allotments shed to give an idea of how many are expected. The Mayor and consort have been invited. Awards will be made. The awards judges work on the gardens at Berrington Hall.

Lesley wanted to thank everyone whom she said had worked so hard. This included Sue Morris for looking after the needs of the toilet, Christine Conlon who sends out the minutes and the hard-working Allotment Association committee.

### **Minutes Secretary report – Christine Conlon**

- This year has been a better year for communicating with members. Membership increased to 64 (50 last year).
- Communication is done by sending e-mails to 50 e-mail addresses. Hard-copies go to 14 postal addresses. It is stressed that all e-mail and postal addresses are treated with confidentiality.
- It would be better if more members accepted communication by e-mail, but it is recognised that not everyone has a computer. By hand-delivering to 14 postal addresses, this saves postage of 54p per letter = £7.56 each mail drop. There will be times, though, when it won't be possible to get around all 14 and so will occasionally be necessary to post communications.
- The new website is proving to be an immensely useful asset. It's an excellent communication tool. Members are communicated with by e-mail and post. Once this has been done, the meeting minutes are put onto the website. These can be found in the Documents section.
- At last year's AGM, 23 members attended. This year, 2014-15, attendances at ordinary meetings have been 14 on average. Attendances have doubled from those in 2013–14.
- To encourage more members to attend meetings, they need to know that the meetings are held every two months, just 6 per year, plus the AGM. The meetings last from 7pm to 8.30pm and Chair, Lesley, keeps good order so we don't overrun the time. There are often many light-hearted moments as well as the opportunity to meet like-minded allotmenters.
- Christine thanked all members for their support over the last 12 months.

## Membership Report – Jane Lacey

- Association membership stands at 65. This number represents three quarters of allotment tenants. The Association committee acknowledges the contribution which Heather Harding, (Deputy Town Clerk and Site Manger) has made in encouraging new tenants to join the Association, as well as collecting the renewal fee along with rents due.
- At the Allotment meeting of 18<sup>th</sup> March 2015, Heather announced that due to work pressures, she is unable to accept Association membership fees. As this was short notice, one of our members assisted Heather in both collections of rental and membership monies.
- The Association committee are not unwilling to collect membership fees, nor are our members reluctant to pay, but it is the random nature of seeing each other on the allotment site which potentially creates a problem of maintaining this level of membership.
- The committee members will of course endeavour to find a solution, but logistically it is problematic and unless we can work in partnership with the Town Council, it is realistic that membership numbers could fall.

Mike Goodwin, a member attending the meeting, suggested that the renewal notice letter could be included with the subscription renewal notice, encouraging people to join the Association.

The view was that the Association also needs to advertise itself more.

## Treasurer's report – Steve Gallimore

- The **income** for the year was **£1,050.45** and **expenditure** was **£892.26**.
- There was a net gain over the year of £158.19.
- The balance in the bank reported at the 2014 AGM was £1,112.62.
- The balance in the bank account at 31<sup>st</sup> July 2015 is £1,270.81.

Summary of the account is shown below:

### Leominster Allotment Association Accounts 1<sup>st</sup> August 2014 – 31<sup>st</sup> July 2015

#### INCOME

Dates	Subscriptions	Seeds	Odds	Paid in	
Aug 2014			£60.00	£60.00	
Nov 2014		£444.15		£444.15	
Dec 2014		£59.50		£59.50	
Apr 2015	£95.00			£95.00	
May 2015	£185.00			£185.00	
Jun 2015			£161.80	£161.80	*1
Jul 2015	£45.00			£45.00	
	a	b	c		
<b>Total</b>	<b>£325.00</b>	<b>£503.65</b>	<b>£221.80</b>	<b>£1,050.45</b>	

**Total monies in = £1,050.45 (a+b+c)**

\*1 Fund raising from plant stall as part of Leominster in Bloom at the Grange

## EXPENDITURE

Dates	Subscriptions/ Affiliations	Seeds	Insurance	Admin Expenses	Expenses	Paid out	*2
Oct 2014	£146.25					£146.25	
Nov 2014		£400.52				£400.52	
Dec 2014		£57.70				£57.70	
Jan 2015			£162.38	£8.35		£170.73	
May 2015					£53.99	£53.99	*3
May 2015				£13.07		£13.07	
Jul 2014				£50.00		£50.00	
	a	b	c	d	e		
<b>Totals</b>	<b>£146.25</b>	<b>£458.22</b>	<b>£162.38</b>	<b>£71.42</b>	<b>£53.99</b>	<b>£892.26</b>	

**Total Monies out = £892.26 (a+b+c+d)**

\*2 Admin expenses includes postage, photocopying and website hosting.

\*3 Purchase of a new gazebo.

### Float Income

Balance brought forward	£20.00	
Sep 2014	£15.00	further membership fees for 2014-15 year
Oct 2014	£30.00	raffle at Harvest Supper
May 2015	£00.27	plant stall – Grange
<b>Total float</b>	<b>£65.27</b>	

### Float expenditure

Less		
Oct 2014	£2.25	raffle tickets for the Harvest Supper
<b>Balance of float</b>	<b>£63.02</b>	as at 31 <sup>st</sup> July 2015

### Seed Secretary's report – John Braithwaite

- There is discount \* if seeds/items are ordered from Kings Seeds catalogues and this goes towards the Association funds.
- Please make cheques payable to the Leominster Allotment Association.
- Orders are to be submitted by Saturday 7<sup>th</sup> November by 3pm, in the community shed.
- Late orders can be submitted by 12<sup>th</sup> December, 3pm at the community shed.
- When submitting an order, John finds that people forget to add the £1 packing charge. This means that the Association has to pay this on behalf of forgetful customers.

- Last year, the Association made £45 profit from the orders, though it would have been £55 if people had remembered to add the packaging charge.
- Kings don't quibble if there is a problem with the goods. They will replace queried goods.
- Mr Jordan, a member attending the meeting, recommended the quality of the potatoes, saying they were a very good blight-free variety.
- John stated that Kings supply to Sutton's Seeds and there are more seeds in a Kings Seeds packet than other commercial packs.
- When orders arrive, they can be collected from the community shed, 10am – 12 noon on designated Saturdays. John will inform Christine who to contact to let them know about collection.
- The catalogues were distributed at this meeting

\* Orders placed by 7<sup>th</sup> November attract a discount of 18% for the Association.  
Later orders still receive a discount, but only 10%.

### Website – Chris Preece

- Since the website was set up in 2014, one of its uses has been to inform people when there has been any news e.g. storm damage on the allotments. Photographs of damage were also uploaded onto the website. There is an option to sign up to receive the latest news e-mails. This means that any news is automatically e-mailed to you. You also have the option to unsubscribe. All details of how to do this are on the website.
- The Facebook page is also updated regularly and you don't need a Facebook account in order to look at people's comments.

### Election of Officers

- **Lesley Marsh** - remains as **Chair**
- **Christine Conlon** - remains as **Minutes Secretary**
- **Steve Gallimore** – remains as **Treasurer**
- **John Braithwaite** - remains as **Seed Secretary**
- **Jane Lacey** – remains as **Membership Secretary**
- **Chris Preece** voted in as **Vice-Chair**

Remaining on the committee:

**Viv Pearson**  
**Cathy Fewlass**  
**Ray Wall**

Voted onto the committee

**Gill Murdoch**

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

### **Any other business**

- In July, the Town Clerk, Paul Russell, had discussed self-management of the allotments by the allotments Association if ready, in a few years' time. Ludlow allotments are self-managed, but there, the sites are small and the rents are low. Lesley said that the Association are still thinking about this and will need to do more research. The question was posed, do people want this for the allotments? Plotolders need to let members of the committee know how they feel about this idea.
- Steve Gallimore reported that there had been approval to put a drainpipe in the allotments to alleviate the drainage problem. The Town Clerk now has funding for the work, which will start on 5<sup>th</sup> October. There will be some disturbance of the tracks and for a while, no access to the track way. People won't be able to drive down the track way and may have to go around. The existing track way doesn't follow a straight line, so there is a plan to straighten the wavy line of plots to make it easier to lay kerb stones and strengthen the track way.
- There is a proposal to site three compost bins at the allotment site. The council will also be able to put green waste in the bins. They will also turn the compost in the bins. A shredder will also be used on site.
- Mike Goodwin asked if other materials could be stored on the wet plots and suggested chippings or compost. It has also been noticed that the supply of spent hops has been used up and not replenished. The hops used to be delivered regularly to the allotments by Wye Valley Brewery at Stoke Lacey. It is thought that delivery could have stopped because the allotments gates are now kept locked. There are spent hops at the site of the Wye Valley Brewery at Stoke Lacey – ask at the reception.

**Next Annual General Meeting:** Wednesday 24th August 2016, 7pm. Venue to be confirmed. Please bring a copy of these minutes with you to the next A.G.M. meeting.

## Leominster Allotment Association meeting

**Wednesday 16<sup>th</sup> September 2015, 7.00pm**, at the Town Council Offices,  
Leominster.

**Committee members present:** Lesley Marsh (Chair), Cathy Fewlass, Jane Lacey, Gill Murdoch, Ray Wall. **Others present:** H Harding (Dep. Town Clerk), Mr & Mrs Jordan, R Neesham, R Read, D Wall, D & I Wilkins.

**Apologies:** J Braithwaite, S Gallimore, V Pearson, C Preece. **Minutes:** C Conlon

Items	Actions
<b>Minutes from previous meeting</b> The minutes from the previous meeting were approved.	
<b>New Committee member</b> The Leominster Allotment Association welcomed a new committee member, Gill Murdoch, who was voted in at the AGM on 9 <sup>th</sup> September.	
<b>Matters arising</b> (unless already on the agenda) <ul style="list-style-type: none"><li>• <b>Shed Opening and Barbeque</b> – approximately 50 attended.</li><li>• <b>Car Boot sale in August</b> – This was cancelled.</li><li>• <b>Self-Management of the allotments</b> – The committee are unable to pursue this matter at the current time.</li><li>• <b>Tree Bog</b> – the step has been fixed by Ray.</li><li>• <b>Chickens on the allotments</b> – The request to keep chickens on the allotments went before the Town Council and was approved. The council is aware that there are a number of welfare concerns and a draft code of practice has been drawn up in partnership with the Allotment Association. Thanks to Cathy and Jane for their work on it. The chickens would need a rota of inspection. They need to be visited at least twice daily in order to look after their welfare. It is noted that Chair Lesley disapproved of the approval.</li><li>• <b>The AGM</b> – Held at the Grange on 9/9/15 was well attended, by 20 people.</li></ul>	
<b>Correspondence</b> <ul style="list-style-type: none"><li>• None received.</li></ul>	
<b>Site inspections and plots</b> There aren't any notices outstanding from 14 <sup>th</sup> August. Another visit is to be arranged by Heather. <b>Numbering plots</b>	

- There are still some plot holders who haven't numbered their plots. Heather has notified them by newsletter and individually and will follow this up.

### **Fly-tipping and rubbish on allotments**

- Heather noticed two piles of rubbish at the Cattery lane end of the allotments. These are newly dumped piles of rubbish and all agreed that this isn't acceptable. It will be reported in the next newsletter.

There is hedging nearby, which was cut by a helper. This was put by the side of the allotments and this is not dumped.

Mr & Mrs Jordan witnessed a fly-tipping attempt. A van drove off when they were spotted. Piles of fly-tipped rubbish were discovered some time after. The Town council was contacted about the fly-tipping, which was removed.

Heather noticed that there are a few plots with excess rubbish on them, which could be removed to stop them looking unsightly.

### **Proposed works on the allotments**

- Drainage works at the allotments on 5<sup>th</sup> October will affect parking.
- Heather has been in touch with Western Power with a request to clear the tops of the trees around the allotments on the outside edge.
- Too expensive for the council to contemplate hedge-cutting all the way around the borders of allotment site, solutions to the matter are needed.

### **Fast traffic**

- All present at the meeting agreed, traffic is too fast along Ginhall Lane. No solution at present. It was felt 60 mph should be 30 mph or similar.



<p><b>Website</b></p> <ul style="list-style-type: none"> <li>Christine wanted to highlight the fact that anyone can sign up to getting news updates from the website. It is useful for alerting plot holders to sudden emergencies, for example, storm damage.</li> </ul> <p>Just go to the website to find the News Subscription, which is on almost every page, at the right-hand side of the page (see screen shot below).</p> <p>You can also 'unsubscribe' if you no longer want to receive news e-mails.</p> <p><b>News Subscription</b> Subscribe to receive an email when a new news item is published</p> <p>Name</p> <p>Email *</p>	
<p><b>Harvest Supper</b></p> <ul style="list-style-type: none"> <li>There will be 30 + attending, as well as the Mayor and Consort. Late comers (not yet signed up at the Allotments Communal shed), are welcome too, as 18<sup>th</sup> September was given as a final date for notifying.</li> <li>It will be held in the Grange, in the Jon Abel Room, which can hold up to 50 people. The Town Council (Heather) has booked it. There are tablecloths, crockery, cutlery provided.</li> <li>Cathy and Lesley will make floral table displays.</li> <li>There will be a raffle, proceeds of which will go towards the Town defibrillator in Corn Square (a cause championed by Cllr Clive Thomas).</li> <li>Lesley will donate a basket of local produce.</li> <li>Cathy will provide bottles of wine for the allotment judges.</li> <li>Chris will be asked to design and print some award certificates. Three Highly Commended certificates will be needed and Lesley suggested that Chris Preece should prepare the certificates.</li> <li>At the Awards ceremony, a silver cup for 1<sup>st</sup> award and two wooden plaques for 2<sup>nd</sup> and 3<sup>rd</sup> awards. The Mayor will present the awards.</li> </ul>	<p>C Preece to design certificates</p>
<p><b>Diary Dates</b></p> <ul style="list-style-type: none"> <li><b>Saturday 17<sup>th</sup> October – 10am – 4pm, Apple Fair in the Priory.</b> We are to have a stall. Produce will be needed, as well as helpers.</li> </ul>	<p>Helpers needed</p>

<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Dogs in the allotments</b> – Ray has noticed that there is a dog walker who lets his animal defecate in the allotments. Apart from it being a health hazard, it is anti-social. People may have to be reminded to keep dogs on a lead until in their plots.</li> <li>• <b>Gate sign</b> – Notice, asking to close and lock the gate has faded. The gate is often left open. Please always close and lock the gate.</li> <li>• <b>Market stall</b> – Heather explained that there will be a market in Corn Square on Saturday 24<sup>th</sup> October. This is to celebrate St Eadfrith's Day. There is a one-off cost of £8 per stall and it will be well promoted. The Allotment Association will need to book a pitch. Contact <b>Richard Brookman</b>, Market Officer for further details.</li> <li>• <b>Police Security Marking session</b> – The committee decided to leave this until the Spring.</li> <li>• <b>Allotment water tap</b> – Ray is to show Chris how to turn the allotment water on an off.</li> <li>• <b>Seed orders</b> – John Braithwaite is looking for ideas to enable people to collect the Kings Seeds orders at the Communal shed. The Town Council has offered a locked post box.</li> <li>• <b>Empty plot</b> - There is one empty plot which Ray has offered to strim.</li> </ul>	<p>Ray &amp; Chris</p> <p>Ray to strim</p>
<ul style="list-style-type: none"> <li>• <b>The next meeting is on Wednesday 18<sup>th</sup> November, 7pm, Town Council Offices.</b></li> </ul> <p>Please bring a copy of these minutes with you to this meeting.</p>	

**Leominster Allotment Association meeting**

**Wednesday 18<sup>th</sup> November 2015, 7.00pm**, at the Town Council Offices,  
Leominster.

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

**Others present:** P Russell (Town Clerk), R Read, D Wall, D & I Wilkins

**Apologies:** J Braithwaite, H Harding

**Minutes:** Christine Conlon

Items	Actions
<b>Minutes from previous meeting</b> – The minutes were approved.	
<b>Allotment Magazines</b> – Distributed at the beginning of the meeting, by Lesley. Please circulate the magazines amongst members.	
<b>Matters arising</b> - No matters arising.	
<b>Correspondence</b>  <u>Re: Harvest Supper and Awards Evening 2<sup>nd</sup> October 2015</u> <ul style="list-style-type: none"><li>• Cllr Clive Thomas thanked the LAA for the proceeds from the Harvest Supper draw which will go towards the public defibrillator.</li><li>• Thanks from the allotment judges, Frances and Nick, for the gifts received from the LAA at the Harvest Supper.</li><li>• Thanks from Heather and Paul for the good time at the Harvest Supper.</li><li>• A letter of appreciation was sent on behalf of the LAA to the Town Clerk and Deputy Town Clerk for the Harvest Supper evening.</li><li>• A letter of appreciation was sent on behalf of the LAA to Cllr Felicity Norman for support of the Harvest Supper evening.</li></ul> <p style="text-align: center;">***</p> <ul style="list-style-type: none"><li>• Kate Gathercole (Dir. New Leaf Sustainable Developments Ltd) offered composting workshops to the LAA.</li><li>• John McNab (West Midland Region Secretary, National Allotment Society) asked if Herefordshire or Worcestershire Association could volunteer to host a meeting on Saturday, 6th August, 2016.</li></ul>	

<p><b>Harvest Supper report</b></p> <p>Approximately 50 people attended in the John Abel Room. The venue was well-liked. Members thought that holding it there made it more of an occasion.</p> <p>The LAA requested that the Town Council book it for next year on 7<sup>th</sup> October 2016. Paul agreed to check to see if it would be possible.</p> <p>List of awards given:</p> <p><u>Awards for Best Kept Allotment 2015:</u></p> <p>1<sup>st</sup> place – Lesley Griffiths &amp; Mike Brock – Plot 67 (cup)</p> <p>2<sup>nd</sup> place – Jane Lacey &amp; Cathy Fewlass – Plot 21</p> <p>3<sup>rd</sup> place – Margaret &amp; Robert Walters – Plot 25</p> <p><u>Highly Commended by the judges:</u> (Certificates in no particular order)</p> <p>Mike Goodwin – Plot 15</p> <p>Bernard Preece – Plot 45</p> <p>Christopher Preece – Plot 58</p>	<p>P Russell to action</p>
<p><b>Composting Workshop</b></p> <ul style="list-style-type: none"> <li>• Kate Gathercole (Dir. New Leaf Sustainable Developments Ltd) has offered composting workshops to the LAA. Chris Preece is to invite Sarah Blenkinsop (Master Composter) to attend the next meeting. Christine is to e-mail out to members, with the next minutes, to ask if there would be interest in a workshop at Grange Court.</li> </ul>	<p>C Preece &amp; C Conlon to action</p>
<p><b>Regional meeting, National Allotment Society</b></p> <ul style="list-style-type: none"> <li>• John McNab (West Midland Region Secretary, National Allotment Society) asked if Herefordshire or Worcestershire Association could volunteer to host a meeting on Saturday, 6th August, 2016.</li> <li>• Lesley will contact John McNab to offer to host the meeting at Grange Court. By then, the Grange Court garden should be completed. Chris Preece will book Grange Court. The National Allotment Society will pay for the room. Refreshments maybe needed.</li> </ul>	<p>Lesley and C Preece to action</p>

<p><b>Site inspections and plots</b></p> <ul style="list-style-type: none"> <li>• Plots were inspected by Heather and S Gallimore (last Friday in October).</li> <li>• The majority of plots were in very good condition considering the time of year. Where there are plots with weeds, Heather will action if necessary.</li> <li>• Heather asked if LAA members could weed a double plot, currently vacant.</li> <li>• At the next LAA meeting in January, a rota will be drawn up of committee members' availability to accompany Heather when making site inspections. We will also fix dates of visits for the coming year. This is to ensure that any time gaps between letters give fair notice for remedial works or reasons for not maintaining plots. Paul Russell will discuss it with Heather.</li> <li>• Ray Wall will accompany Heather for the next visit, between 1<sup>st</sup> and 4<sup>th</sup> December. Lesley will accompany Heather in January.</li> </ul>	<p>P Russell will discuss with Heather</p>
<p><b>Pests and diseases</b></p> <ul style="list-style-type: none"> <li>• Moles are still in residence.</li> <li>• Suggested solutions, proven to work: Bury a tin with a clock in it. Solar powered mole repellents. Using repelling vibrations, a solar panel stores power even running the unit throughout the night. Other advice was to place the spike in the centre of the mole run.</li> </ul>	
<p><b>Website</b></p> <ul style="list-style-type: none"> <li>• Chris Preece is to be given access to the new Town Council website page so that he can add links and items.</li> </ul>	<p>C Preece to action</p>
<p><b>Apple Fair</b></p> <ul style="list-style-type: none"> <li>• A small amount of money was made, selling chutneys and jams (approx. £30). The Association will plan for the Apple Fair and discuss what produce to bring to sell, at the May meeting.</li> </ul>	<p>C Conlon to put on May Agenda</p>

<p><b>Raising funds</b></p> <ul style="list-style-type: none"> <li>• There is an ongoing and regular opportunity to sell items to raise funds for the Association. A pitch in Corn Square, under the Millennium Clock, can be booked for £10. Items sold must not compete with what other traders sell. The LAA gazebo could be used for shelter.</li> <li>• The Association is to hold a fund-raising event at The Oaks Charity shop (near to Rees' Chemists) in High Street, Leominster. The shop is run by Diane Wilkins and is a shared space. The one-day shop is open on Friday 20th November, 10am - 3pm to raise funds for the allotments. All donations of goods are welcome (clothes, electrical items etc.). Just bring them along on the day. Members will be needed to help in the shop. A float of £30 will be needed, carrier bags too.</li> <li>• Christine has been asked to send an e-mail to all members and Chris Preece was asked to put the details on the website. Currently, funds are needed to buy guttering for the Community shed.</li> </ul>	<p>C Preece &amp; C Conlon to action</p>
<p><b>Diary Dates</b></p> <p><b>LAA Meeting dates 2016</b></p> <ul style="list-style-type: none"> <li>• 13<sup>th</sup> January</li> <li>• 9<sup>th</sup> March</li> <li>• 11<sup>th</sup> May</li> <li>• 13<sup>th</sup> July</li> <li>• 24<sup>th</sup> August – AGM</li> <li>• 14<sup>th</sup> September</li> <li>• 9<sup>th</sup> November</li> <li>• <b>One-day shop – Friday 20<sup>th</sup> November, 10am – 3pm.</b> Oaks Charity shop, High St, Leominster.</li> <li>• <b>Regional meeting, National Allotment Society - Saturday, 6th August, 2016,</b> Grange Court.</li> </ul>	
<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Fly-tipping</b> – There had been fly-tipping at the top of the allotment track on Ginhall Lane and the Cattery road. Paul Russell suggested that if fly-tipping is noticed, report it to the council. Check the council website or phone the council. C Preece to add this information to the LAA website.</li> </ul>	<p>C Preece to action</p>

<ul style="list-style-type: none"> <li>• <b>Date for turning off allotment water tap</b> – Normally the water is turned off around this time of year to prevent freezing of pipe work, however, as work is being undertaken on site, there may be a need for water to mix concrete. Ray will liaise to check the finishing date of the works.</li> <li>• <b>Progress of work at the allotments</b> – Paul Russell will get a proper progress report on work at the allotments; also contact Western Power to discuss the position of cables as they run through the site.</li> <li>• <b>Gate to be moved</b> - Ray is to move a gate, by the Cattery lane road. This is to stop people parking on the grassed area which gets churned up during the winter months and in periods of heavy rainfall.</li> </ul>	<p>R Wall to action</p>
<p><b>The next meeting is on Wednesday 13<sup>th</sup> January, 7pm, Town Council offices, Leominster.</b></p> <p>Please bring a copy of these minutes with you to the meeting.</p>	