

# Kingstone Parish Allotments Committee

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## **Minutes of an Allotments Committee Meeting held on Wednesday 2<sup>nd</sup> April 2025 at 6:30pm in Kingstone Village Hall, Green Lane, Kingstone, Hereford**

**Present:** Cllr David Bailey, Cllr Colin Knight (Chairman), Cllr Paula Rawbone, Amanada Bailey, Carl Bufton and Kirsty Powell (Plot Holder Representative)

Also Present: Lisa Lewis (Clerk) and no members of the public

The chairman opened the meeting at 6:30pm.

AGENDA ITEM	MINUTE
1.	<b>Apologies</b> were received and accepted from Mark Rothberg.
2.	<b>Declarations of Interest:</b> None recorded.
3.	<b>Approval of Minutes</b> the minutes of the Allotments Committee meeting held on Wednesday the 4 <sup>th</sup> September 2025 were deemed a true record of the meeting and it was <b>RESOLVED</b> to approve them and the chairman signed a copy.
4.	<b>Members of the Public</b> Open Session – no members of the public were present.
5.	<b>Financial &amp; Policy</b>
5.1	It was noted that all invoices for 2025/26 had been distributed to tenants for payment. The clerk will record payments received and send any relevant reminders.
5.2	It was noted that the water bill for £39.80 for September to March had been received and it was <b>RESOLVED</b> to make this payment. It was noted that photographs of the meter reading are sent from the plot holder representatives to the clerk.
6.	<b>Site Management</b>
6.1	It was noted that Amanda Bailey had replaced Cathy Connolly as the fourth plot holder representative.
6.2	<b>Carl Bufton, Lead Plot Holder Representative provided the following updates:-</b> <ul style="list-style-type: none"><li>• The gate code had been changed following a change in plot holders. The code had been circulated to all current plot holders and the clerk.</li><li>• A maintenance day is to be arranged to carry out a general tidy of communal areas.</li><li>• The water had been turned back on and a meter reading supplied.</li><li>• A couple of water trough adjustments are to be made.</li><li>• There is currently one available plot, it was resolved to readvertise.</li><li>• The process for plot inspections was discussed.</li><li>• There was a request to purchase weedkiller at a cost of £30 and it was <b>RESOLVED</b> by a unanimous vote to proceed with the purchase.</li></ul>
7.	Next meeting to take place on Wednesday 4 <sup>th</sup> June 2025 at 6:30pm.
8.	Items for the next agenda: <ul style="list-style-type: none"><li>• Plot Concerns</li></ul>
9.	Meeting closed at 6:45 pm.

Signed..... Date.....