

Kingstone Parish Allotments Committee

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Minutes of an Allotments Committee Meeting held on Wednesday 4th September 2024 at 6:30pm in Kingstone Village Hall, Green Lane, Kingstone, Hereford

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

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

AGENDA MINUTE ITEM

- | AGENDA
ITEM | MINUTE |
|----------------|---|
| 1. | Apologies were received and accepted from Mark Rothberg. It was noted that Cathy Connolly had stepped down as a plot representative. |
| 2. | Declarations of Interest: None recorded. |
| 3. | Approval of Minutes the minutes of the Allotments Committee meeting held on Wednesday the 5 th June 2024 were deemed a true record of the meeting and it was RESOLVED to approve them. The chairman duly signed a copy. |
| 4. | Members of the Public Open Session – no members of the public were present. |
| 5. | Financial & Policy |
| 5.1 | The renewal of Scribe Allotments and Accounting software at a cost of £450.00 per annum was considered, it was RESOLVED by a unanimous vote to renew the package. Clerk to action. |
| 5.2 | The current rent cost of £62.50 per plot was considered, it was noted that there is a potential income of £1,250pa when all 20 plots are leased. The income to date was £500 with some outstanding rents to be paid, expenditure was £462.11 with water still to be paid. The current rent of £62.50 was deemed adequate and it was RESOLVED to maintain the current rate for 2025/26 period. |
| 6. | Site Management |
| 6.1 | Carl Bufton, Lead Plot Holder Representative provided the following updates:- <ul style="list-style-type: none"> • Noticeboards to be installed. • Water will be turned off again over the winter period. Toilet to be removed over the winter to prevent use whilst water is unavailable. • A maintenance day is to be arranged to clear weeds from pathways and trim hedges around the boundaries. • It was noted that Lagan Homes have sprayed the paths. • Troughs will be checked. • It was noted that a soil test had not yet been carried out and it was RESOLVED to carry out this testing. Clerk to arrange. |
| 6.2 | It was noted that the clerk holds a waiting list and it was RESOLVED to continue to advertise in the usual methods, website, TTN and Facebook. |

6.3 Kirsty Powell was appointed as a Plot Holder Representative, alongside Carl Bufton and Mark Rothberg. It was noted that Cathy Connolly has stood down and a further Plot Representative will be sought.

6.4 The accessibility on site was discussed. It was deemed it would not be financially viable to change the current layout.

7. Next meeting to take place on Wednesday 2nd April 2025 at 6:30pm.

8. Items for the next agenda:
• None to note

9. Meeting closed at 6:51 pm.

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