

Hereford Allotment & Leisure Gardeners

Site Rep Meeting Minutes

Date: 16th March 2026

Attendees: Tasha Bennett (TB), Chris Yapp (CY), Val Simms (VS), Malcolm Watkin (MW), Derek Mumford (DM), Annie Jones (AJ), Pauline Shannon (PS), David Fletcher (DF), Anna Davey (AD), Roy Matthews (RM), Mick Paine (MP), Jo Simms (JS)

Apologies: Roy Matthews (RM), Jan Poole (JP), John Rosser (JR), Lynne Renton (LR)

Chair: Pauline Shannon (PS)

Previous minutes: DF said he asked for the minutes of the Trustees meetings on behalf of a plot holder at the previous meeting and was told they are on the website. Nobody recalls DF specifically asking for Trustee minutes. The request was where can the plot holder find the meeting minutes. It was confirmed that the Trustee meeting minutes are not published, but the site rep meeting minutes are and these are on the website. DF will inform the plot holder who asked.

Matters arising: None

Site rep reports by exception

Ash: Update from PS:

- Water reading: water remains off
- One plot holder has had an operation so not able to start yet
- A letter may need to be sent but PS is going to try and see the plot holder to understand the circumstances.
- The toilet door is open again.
- VS will make arrangements for water to go in April.

College: Update from JS:

- Water reading: water remains off
- Grass has been cut and a good job has been done.
- A resident's car is blocking the gateway. DF will start with an email to the Town Clerk.
- One plot has been reduced to half a plot.

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- Water trough maintenance is planned. JS asked if she could have the heads up before the water is turned back on so they can do the maintenance beforehand. VS advised it will probably be mid April.

Corporation: Update from AJ:

- Water reading: water remains off
- One plot holder has had an operation and another several operations. AJ is going to sheet the plot with weed suppressant until the plot holder is well enough, the plot holder is keen to keep their plot.

Drybridge: Update from AD:

- Water reading: water remains off
- A plot has been let and the lady has asked if anything can be done to help remove the rubbish. VS advised to ring the skip company directly.
- The key has not been returned from 6b. DM will follow up.
- Is it possible George could have a key for woodchip. DM will arrange.
- The toilet and shed door is stuck. JS will ask at work.
- Grass has been cut and looks good.
- AD would like someone to go around the site with her and advise what plots need working on as she is new to the role.

Eign: Update from CY:

- Water reading: water remains off
- Quiet on site no issues.

Holmer: Update from TB:

- Water reading: water remains off skate park:
- One half plot to let.
- The wheel on the gate is causing a lot of issues. TB has also contacted the contractor directly.
- Chippings keep being dumped on site, no idea who is doing this but there are already lots there not being used. The latest lot dumped has been put on the grass area at the bottom and still has tree branches in it. PS suggested a camera, to be discussed at Trustee meeting.

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Rockfield: Update from DF:

- Water reading: water is off.
- Agreement between plot holders to purchase a shed.
- Is the other person becoming an assistant site rep and attending meetings. DM advised that the assistant rep did not need to attend the meetings but if DF could not attend then the assistant site rep could. DF asked if that invitation extended to his wife. DF was advised (again) that that husband / wife etc cannot be site reps together. VS did say the new assistant rep could come along to see what the meetings were about. DF said the minutes are on the website for them to read. PS advised there is an expectation that DF would also communicate with the assistant rep. DF advised he does pass her on the way to his plot and communicates.
- DF asked if the person moving from Drybridge site had his paperwork. DM confirmed yes.
- Does VS know if any people have not paid. VS everyone has paid.

Westfaling: Update by email from JP:

- Water reading: the water remains off

Wordsworth: Update from MW:

- Meter reading: the water remains off
- No problems, everyone working away. A couple have not started yet but they will get on with it.
- Most of the pot holes are done, they might need topping up.
- Plot 17 has done a really good job in 2 weeks.

AOB:

- JS do we have anyone who can do spot welding. A couple of lawn mowers have been donated to the site but one needs the handle to be spot welded on.
- TB advised there was a complaint received from the hospital about allegedly burning of waste from the allotment causing significant issues at the hospital. A response has been sent to advise that burning is strictly prohibited at Rockfield site but that there is a local business and residents who burn so respectfully requested that it is not thought it is automatically the allotment site. TB advised it is an opportunity to remind Rockfield plot holders of the rules and requested DF to put a notice on the notice board as a reminder.

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- JS asked when the AGM would be. VS advised it would be the next Monday meeting in April so 20th April.
- MP asked if there is any update on Ross Road allotments. A thorough update was given by PS.

END OF MEETING

Next meeting Monday 20th April 2026 @ 19:00 @ The Railway Club. This meeting will be the AGM.