

Rotherham Allotments Alliance

Board Meeting No.35

Meeting Date: Monday 26th October 2020

Meeting Location: Online: Zoom

Meeting Called By: Councillor Brian Steele

Chair: Councillor Brian Steele

Secretary: Jack Taylor (Minutes John Palmer)

Present: Directors: - Councillor Brian Steele, Al Dean, John Palmer, Jack Taylor, Mick Hirst, Mohammed Suleman (part meeting).

Apologies: ASA Donna Bushby.

150/10/20 Declaration of Interest
None declared.

151/10/20 Minutes of Board Meeting 34 – 12th October 2020
The minutes were moved as a true record and duly signed by the Chairman (electronically).

152/10/20 Matters Arising
None declared.

153/10/20 Administrator's Report

153.1/10/20 Report circulated to directors prior to the meeting. In summary – 3 new plot lets, 2 cultivation letters sent Scrooby St. Clough Bank issues with fencing along one perimeter – agreed that RAA would consider contribution towards cost of fence replacement. Vermin issue at Rectory Fields. Break-ins reported at Queen St North.

153.2/10/20 Signed up to South Yorkshire Funding Advice Bureau.

153/03/10/20 Scrooby St high water usage being investigated. If found to be considerably higher than previous year may require correspondence with tenants to advise that water element of rental will be substantially higher. Scrooby St requested 'no fly tipping' signs.

153.410/20 Barnsley Road issues concerning old fridge/freezers left on plot (previous use as planters) agreed removal by RMBC. Society requested track levelling/re-surfacing, notice boards, eco toilets. Tree issue also at this site RMBC informed. Directors considered options to ensure tenants left plots in good condition when vacating them. Tenants need reminding of their obligations concerning plot cultivation when leaving a plot. Photographic records was a possible future action.

153/5/10/20 Maintenance – grass cutting at Scrooby St looks better and hedge cutting has now commenced.

153/6/10/20 Consideration given to quotation for work at Clifton for work to put some plots back into use. It was agreed that two further quotations should be obtained.

154/10/20 Financial Matters

154.1/10/20 AD presented a statement of account sent to all directors prior to meeting. Balance as at 1st October 2020 was £44,802, accounting for work in progress current (23rd Oct) balance stands at £46,341. AD advised a receipt of £7600 from RMBC required further investigated to determine reason.

154.2/10/20 AD to contact director MH to complete bank forms.

154.3/10/20 Rents – 86% paid equating to £1301.55 outstanding.

154.4/10/20 ASA contract – BS to check with the Authority regarding employment – employed by RMBC to end of March – needs to check if this arrangement can continue. May

be charged for this service to continue. Also need to look at an annual review for DB and to look at salary scales / increases etc. Needs to be done officially – BS will speak to HR for advice on this.

154/5/10/20 JT advised he had renewed annual registration to Information Commissioner (£40).

154/6/10/20 Chair stressed need for on-line banking to be fully installed allowing for transactions to be counter-signed ensuring safe-guarding measures for officers and nominated Directors.

155/10/20 **Transfer and Transitional arrangements RMBC to RAA (including SLA)**

155.1/10/20 Chair advised that solicitor now appointed, any changes agreed by solicitors would be brought to Board for consideration prior to Chair and Secretary signing off the lease.

155.2/10/20 It was noted that RAA was now signed up to SYFAB – it was suggested that DB could contact them and arrange meeting to discuss possible funding bodies that may be appropriate for the RAA to submit grant applications.

JP noted that Barnsley Road had raised question of eco-toilet provision? Possible project to provide all sites without toilet facilities an eco-toilet (approx. £3000 per site) would need to obtain support from Individual Societies, RMBC, collect anecdotal evidence and fully cost project (minimum three quotations) and obtain any necessary permissions, before submitting any grant application.

155.3/10/20 Piece of land included in allotment plan for Scrooby St that is not allotments needs looking at. Raised question with Tim Archer who has passed it onto Estates / Legal to look into. Need to determine whether it is allotment land which has implications for the gate those tenants use.

155.4/10/20 AD asked regarding some land on Broom Valley New site. This could potentially be developed for allotment use using the £100k.

155.5/10/20 Chair advised that if allotment land was allowed for development alternative areas would have to be provided. A proposed housing development in Greasbrough may have allotment land included in the overall schemes.

156/10/20 **Society Audit**

156.1/10/20 Ten replies so far. Agreed to consider further at next meeting.

156.2/10/20 The previously circulated draft (model) constitution was discussed – it was agreed to include the amendments as listed. JP to finalise document.

157/10/20 **Maintenance**

157.1/10/20 Agreed to consider this matter further at next meeting.

158/10/20 **Any Other Business**

158.1/10/20 Discussion concerning non-attendance of Directors took place. It was agreed that a register of Director attendance for 2020 should be formulated – showing possible meetings and actual meetings attended. This to be an agenda item for the next meeting. To be considered in accordance with the rules and SO of the RAA.

159/10/20 **Future Actions**

159.1/10/20 Identify a programme of future work

159.2/10/20 It was agreed to offer all societies the opportunity to attend a future Board meeting (zoom) – one society per meeting – a schedule be drawn up to give adequate notice – two representatives only – meeting attendance only for this specific item on the agenda. Chair to discuss further with ASA to put in place.

160/10/20 **Agenda Items for next meeting**

- As per this meeting

- **Director attendance register and agree way forward.**

161/10/20 **Date and Time of Next Meeting. (Meetings will be cancelled if not required).**
Monday 9th November 2020 2.00pm on Zoom.

BS thanked everyone for their attendance and closed the meeting at 3.35pm



Signed (Chair)