

Rotherham Allotments Alliance

Board Meeting No.37

Meeting Date: Monday 23rd November 2020

Meeting Location: Online: Zoom

Meeting Called By: Councillor Brian Steele

Chair: Councillor Brian Steele

Secretary: Jack Taylor (Minutes Donna Bushby)

Present: Directors: - Councillor Brian Steele, Al Dean, John Palmer, Jack Taylor, Mick Hirst, Mohammed Suleman

Apologies: N/A

175/11/20 Declaration of Interest

- 175.1/11/20 JP declared an interest as a tenant on Barnsley Rd site.
- 175.2/11/20 AD declared an interest as Secretary of Broom Valley New site.
- 175.3/11/20 MH declared an interest as a tenant of Avenue Rd site.
- 175.4/11/20 MS declared an interest as a tenant of Clifton Site.

176/11/20 Minutes of Board Meeting 36 – 9th November 2020

The minutes were moved as a true record and duly signed by the Chairman (electronically).

177/11/20 Matters Arising

None advised.

178/11/20 Administrator's Report

- 178.1/11/20 Break-ins reported at High Street – hole in fence that backs onto farmers field. Discussion regarding getting the fence replaced in that area but it is difficult due to the trees / brambles already there. Would mean a lot of clearance.
- 178.2/11/20 Water bills – sites are still listed under RMBC – emailed Tim Archer to resolve.
- 178.3/11/20 Sent an email to Grounds maintenance regarding quality of grass cutting – awaiting reply.
- 178.4/11/20 Car park at St Leonard's needs some attention.
- 178.5/11/20 Vicarage field have asked for another skip. Have cleared more plots off. The board voted and approved this.
- 178.6/11/20 Fridges on Barnsley Rd – KCM can remove these for £396. It was discussed by the board and approved that the Alliance will pay for the removal.
- 178.7/11/20 Tenant damaged a waterpipe on Herringthorpe Valley Road with a fork whilst digging. Said pipe wasn't deep enough. Arranged for a plumber to fix it.
- 178.8/11/20 Complaint about overgrown brambles at Rosehill Park. JT and DB to sort on Tuesday.
- 178.9/11/20 Received response from Andy Lee to clarify issues regarding CCTV, signage and fence responsibility. Directors discussed regarding the use of CCTV cameras and how effective they would be. It would be beneficial to put signs up any way then possibly trial cameras at one site. All incidents must be reported so that the police are aware of the issue.
- 178.10/11/20 Meeting has been set up on 7th December with SYFAB.
- 178.11/11/20 Copies of rent letters been sent to Officers for approval.
- 178.12/11/20 Submitted information regarding research on compostable toilets and water tanks.
- 178.13/11/20 Site visits to measure for grass cutting still ongoing with JT.
- 178.14/11/20 Sent grid with groundworks quotes. Still waiting for some to come in.

179/11/20

Financial Matters

179.1/11/20 AD sent an interim statement prior to the meeting. Balance at 1st November is £43,682. Paid bills for work at Avenue Road and Business Stream water. Balance to date is £38,173.

179.2/11/20 PO Box up for renewal - £277. It was asked how much this is used. AD advised that it is used more when rents are due in.

179.3/11/20 Question asked regarding paying bills via online banking once it is set up. Banks do have a facility to allow for 2 people to sign / authorize payments. Concern was expressed regarding the current method which does not required a 2nd person's approval. Do the financial procedures / policy need reviewing?

179.4/11/20 A question asked regarding year end accounts. These need to be prepared by the end of the year.

179.5/11/20 AD still looking at updating the directors on the bank account. Asked if JC is to be included. Discussed that he is still technically a director. Decided to wait until next board meeting to see if he attends then write to him to ask if he still wants to be on the board. Also had trouble getting past directors removed. It was discussed and a resolution made that if there is no contact from previous directors, the current board agree that the person can be removed. JT also needs to update directors on the Community Benefit Society listing.

180/11/20

Transfer and Transitional arrangements RMBC to RAA (including SLA)

180.1/11/20 No update received from the solicitor. DB emailed them but did not get a response. DB to contact by phone.

180.2/11/20 BS has a meeting with RMBC Scrutiny regarding the allotments on 8/12/20. DB has been asked to attend this as well to provide support if required. MS offered to attend the meeting if required.

181/11/20

Society Update

No other societies have asked to attend a meeting. DB spoke to secretary of Broom Valley Old recently and mentioned it to her. She said she would put it to the Committee.

182/11/20

Maintenance

JT mentioned regarding some direct managed sites who are willing to do their own grass cutting if they are provided with a mower. The issue with this is the storage / security of it. It was suggested that the site survey is completed fully (2 sites to submit their answers – DB to chase) and discussed in more depth in the next meeting.

183/11/20

Future Actions

183.1/11/20 DB is looking at finding someone who can do the plot clearances that need doing. BS suggested that we should be looking at setting aside £10k for this.

183.2/11/20 It was suggested that accounts need looking at for this year and next year and an annual review produced in preparation for the AGM. Should also include a review of the standing orders / procedures etc. where required. An annual report should be produced with information regarding on what we have done this year. A meeting will be set up with Officers and DB to discuss this.

184/11/20

Any Other Business

DB raised a question regarding charging societies for land put back into cultivation this year. Especially new societies who have had the amounts for next year specified in their tenancy agreement and have done works to bring plots back into cultivation. It was voted that areas charged for will be kept the same for 2022 and societies will be advised of the changes for 2022. It was then discussed that we should be getting updated tenancy information from each society. DB has contacted each secretary for this.

185/11/20

Agenda Items for next meeting

- As per this meeting
- AGM

186/11/20

Date and Time of Next Meeting. (Meetings will be cancelled if not required).

Monday 7th December 2020 2.00pm on Zoom.

BS thanked everyone for their attendance and participation and closed the meeting.



Signed (Chair)