

Rotherham Allotments Alliance

Board Meeting No.39

Meeting Date: Monday 21st December 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

Apologies: Donna Bushby (holiday)

202/12/20 Declaration of Interest

- 202.1/12/20** JP declared an interest as a tenant on Barnsley Rd site.
- 202.2/12/20** AD declared an interest as Secretary of Broom Valley New site.
- 202.3/12/20** MH declared an interest as a tenant of Avenue Rd site.
- 202.4/12/20** MS declared an interest as a tenant of Clifton Site.
- 202.5/12/20** JT declared an interest as Secretary of Wood St site.

203/12/20 Minutes of Board Meeting 38 – 7th December 2020

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

204/12/20 Matters Arising

There were no matters arising.

205/12/20 Administrator's Report

- 205.1/12/20 Rectory Fields** – the use of plot/s for non-allotment purposes was considered following recent complaint from neighboring plot holder. It was agreed that the matter should be further considered at the next meeting of the Board when the ASO would be present to provide more information.
- 205.2/12/20 Fire extinguisher testing society sites** – it was noted that in previous years the testing of fire extinguishers and electrical PAC testing had been organised and funded by RMBC. RMBC had not made the RAA aware of this requirement and responsibility. It was agreed the secretary (JT) would email TA requesting a copy of the fire extinguisher and PAC testing work schedule on allotment sites and details of previous year's costs. (This email to be copied to AL, Chair and ASO). This item then be considered further at a future meeting.
- 205.3/12/20 Herringthorpe Valley Road skip request** – The society request for provision of a skip to remove rubbish from currently un-tenanted plots at this site was approved.
- 205.4/12/20 Site surveys** – noted that a report was to be provided in the future.
- 205.5/12/20 Lowfield Avenue overgrown vine** – It was agreed that the ASO should obtain quotations for the 'professional' clearing of the vine and removal of root either physically or chemically whichever will be the most successful.
- 205.6/12/20 Strimming of vacant plots Scrooby St** – suggested that preferred option should be to allow rent free tenancy until plot cleared. Further consideration needed if this not an option.
- 205.7/12/20 Insurance Quote** – The revised and updated insurance quote from Chris Knott Insurance was noted.
- 205.8/12/20 Clifton/Broom Valley Old tenant** – The Board noted the complaint from a previous tenant of Clifton now a tenant of Broom Valley Old, however, to comply with the RAA complaints policy the tenant should be advised to raise complaints with Society in the

first instance. If then dis-satisfied can then raise complaint with RAA which must be in written form, See Complaints Policy for full details.

205.9/12/20 Barnsley Road (further to minute no190.7/12/20) The Board had concerns that the wall in question may not meet the legal requirement to permit the use of anti-vandal paint. It was suggested that the adjacent land owner should be contacted to make their site secure until a time when development takes place. The Allotment Society to advise the RAA of any future instances of trespass/vandalism/theft etc.

205.10/12/20 Provision of plot numbers (directly Managed sites) - Board agreed to the purchase of plot numbers for all directly managed sites not already completed by RMBC, and if possible fund from the capital fund, otherwise from the revenue budget.

206/12/20 Financial Matters

206.1/12/20 AD advised that the bank account balance as of the 19th December was £35346. He detailed a number of outstanding accounts still to be settled.

206.2/12/20 It was noted that RMBC would be raising an account for RAA payment to recover cost of water bill settled by them due to billing transfers not yet in place. The amount in question being £4401.50. It was agreed that the secretary (JT) would contact RMBC officers to pursue the urgent transfer of water billing arrangements to RAA.

206.3/12/20 AD advised that Co-op Bank had a 'Business Deposit Savings Account' paying 0.12% interest at the moment. It was agreed that an account should be opened as the RAA 'Shareholder Certificate Account' into which all shareholder income would be placed.

206.4/12/20 Discussed the preparation of the end of year accounts which need to be audited before the AGM. John Kirk had been approached, to date no response AD to chase.

207/12/20 Transfer and Transitional arrangements RMBC to RAA (including SLA)

207.1/12/20 Chair (BS) advised that lease still with solicitor.

207.2/12/20 Chair also advised on his and ASO (DB) attendance at the RMBC Scrutiny committee held 8/12/20. Three questions were asked by the Committee and responded to by the Chairman. RAA involvement in the meeting was minimal.

208/12/20 Society Update

Four societies have shown interest in attending funding meeting with SYFAB scheduled for 26th January 2021 at 6.30pm.

209/12/20 Avenue Road Society Disbandment

This item was considered at the end of the meeting and Director MH took no part and withdrew from the meeting.

Directors considered the background to the disbandment of the Avenue Road society and questions were raised as the validity of how this was carried out. It was agreed that JT would write to the Avenue Road society chair, secretary, treasurer and any other committee members that we had contact details advising them that they should freeze the Avenue Road Allotment Society accounts and no finances should be removed from accounts under any circumstance. The machinery purchased by the Avenue Road Society should remain on site in safe storage if at all possible. The RAA would then endeavour to re-form a new society when responses to the recent communication to all tenants had been received

210/12/20 Maintenance

JT and DB have now completed the survey of all sites with regard to onsite grounds maintenance, grass and hedge cutting etc., DB to produce a report for future consideration.

211/12/20 Future Actions

JP advised on the policy review (197.1/12/20) all policy documents being available for Directors perusal via the website link provided by ASO (this being password protected. It was agreed that this item would be placed on the agenda for the Board meeting to be held on 18th January 2021. All directors were encouraged to peruse the policies and submit any suggested amendments for consideration at this meeting.

212/12/20 Any Other Business

JT advised he was seeking a response from Companies House concerning registration of Directors, he would continue to chase.

213/12/20 Agenda Items for next meeting

- 4th January 2012 –
 - AGM (which should be included on all future agendas).
 - Avenue Road, Wath – update on society disbandment issues.
 - Moor Road, Wath – drainage issues.

- 18th January 2021
 - Policy Review
 - AGM

214/12/20 Date and Time of Next Meeting. (Meetings will be cancelled if not required).

Monday 4th January 2021 2.00pm on Zoom.

BS thanked everyone for their attendance. All gave reciprocal seasons greeting. The meeting was closed at 4.00pm.



Signed (Chair)