

Rotherham Allotments Alliance

Board Meeting No.51

On Meeting Date: Monday 7th June 2021

Meeting Location: Online: Zoom

Meeting Called By: Brian Steele

Chair: Brian Steele

Secretary: Jack Taylor (Minutes Donna Bushby)

Present: Directors: Brian Steele (BS), John Palmer (JP), Jack Taylor (JT), Mick Hirst (MH), Alison Howard (AH), Mohammed Suleman (MS).
ASA: Donna Bushby (DB)

164/06/21 (1) Apologies: Cllr Dave Sheppard

165/06/21 (2) Declaration of Interest

165.1/06/21 JP declared an interest as a tenant on Barnsley Rd site.

165.2/06/21 MH declared an interest as a tenant of Avenue Rd site.

165.3/06/21 JT declared an interest as Secretary of Wood St site.

165.4/06/21 AH declared an interest as an interim committee member of South Street.

165.5/06/21 MS declared an interest as a tenant of Clifton allotments.

166/06/21 (3) Minutes of Board Meeting 50 – 24th May 2021

These were moved as a true record and duly signed (electronically) by the Chairperson.

167/06/21 (4) Matters Arising

None declared.

168/06/21 (5) Administrator's Report – submitted to Director's prior to meeting. Summary:

168.1/06/21 Contacted Voluntary Action Rotherham regarding volunteers. Restorative Justice don't have any availability but have done some work on Greasbrough site. Not found anything regarding RUFC doing it. VAR have sent information. Need to ensure that volunteers are covered on insurance. It was discussed regarding making a plan to clear empty plots. Also need to do risk assessments for any works to be carried out / equipment to be used. This is an item in our policies that needs confirming. Volunteers may also need to be trained to use the equipment – a director could do this. MH offered to look at risk assessments as he has experience in this field. DB to also contact Andy Lee to see if there are any existing ones with RMBC. Will also need to look at purchasing PPE. It was also discussed regarding first aid requirements on sites and if anyone needs training up. Depends on what work is being done, i.e. societies clearing up plots etc. First aid boxes could be given to volunteers but for non-minor injuries, hospital treatment would be sought. Further discussion was made regarding to the RAA's policies and risk assessment forms.

168.2/06/21 Broom Valley New - Spoke to Treasurer at regarding Al's passing. Have offered support again if they need it. They are waiting for paperwork that Al had at home.

168.3/06/21 Greasbrough - Article in Rotherham Advertiser promoting the community plot project on site.

168.4/06/21 Barnsley Rd - Cockerel issue still ongoing – signs now on the gates to tell tenants to remove cockerels. Cockerels were still present onsite. It was arranged for BS and DB to visit the site to take a look.

168.5/06/21 Herringthorpe - Report in this week's Advertiser regarding explosives found on site – wasn't reported to the RAA. No further action taken by bomb squad.

169/06/21 (6) Financial Matters

169.1/06/21 AH reported that still having difficulty with Co-Op bank. Won't speak to AH or say why there is a problem with the paperwork that was sent in even though a complaint has been raised. Discussed regarding security access details and BS advised that he would call the bank with AH to

gain access. BS and AH arranged to make the call after the meeting. DB sent information to AH and BS that would help with the security questions. It was agreed by directors that AH is now the treasurer due to Al passing away.

169.2/06/21 DB reported there are a few outstanding bills that need paying ASAP.

169.3/06/21 JT asked regarding the charitable status application and what registered address should be used. It was agreed that JT's address would be used if the solicitor won't allow theirs to be used. This can be confirmed in the meeting with them. Directors also need updating – JT to do.

170/06/21 (7) Transfer and Transitional arrangements RMBC to RAA (including SLA)

170.1/06/21 A new solicitor has been appointed and a face-to-face meeting has been requested to discuss the lease transfer. DB to arrange an appointment to attend with BS and JT.

170.2/06/21 Meeting with Andy Lee still to be arranged – DB to organize.

171/06/21 (8) Society Update

Still ongoing with Barnsley Rd cockerel complaint.

172/06/21 (9) Maintenance

172.1/06/21 Still waiting for dates for improvements works – delays with materials.

172.2/06/21 Another contractor was arranged to see the toilet at Broom Valley New – awaiting details of their quote.

172.3/06/21 Hartley Lane Shed – still trying to get another quote – difficulty with organising another contractor.

172.4/06/21 Vacant plots – DB submitted a report on what was vacant but needed some work. BS to go through the report with DB and produce a report on a plan of action.

173/06/21 (10) NAS Membership

DB contacted Liz at NAS following the last meeting regarding seed scheme access for direct-managed tenants. Not received a reply. It was discussed that tenants should be notified on the website / Facebook to advise tenants there is a delay whilst we get all the details correct. It was asked regarding if societies don't want to use the seed scheme, how can the tenants then benefit? It was discussed that it was up to societies to ensure that tenants do have access to it. However, it was discussed that the RAA should be given passwords etc. for society access in case tenants don't get that receive the information.

174/06/21 (11) Future Actions

174.1/06/21 BS advised that the allotment site he is part of has introduced an A/B/C cultivation scheme to identify plots that need some work. Cultivation inspections do need to be done, pending chasing non-payments. Cultivation inspections to be arranged and conducted by BS/JT/DB. The grading idea is based on - A – plot is cultivated adequately, B – plot needs some work / rubbish needs removing, C – plot is neglected and needs working. AH advised that South Street will be doing cultivations and asking tenants to cultivate if necessary. Cultivation can be deemed subjective so they are using pictures to identify what is required. Cultivations need to be communicated to tenants on the website / Facebook page.

174.2/06/21 Question was raised regarding Woodside as discussed in last meeting. BS / MH / JT / DB visited the site and it is overgrown but has potential to be cleared if funds are available. Question asked if there is the demand in the area to enable plots to be filled. Potentially 30+ plots can be created. Wood Street has a waiting list of 25 – JT can ask these people if they would be interested in a plot on Woodside. It would be beneficial for someone to work out a plan / costs etc – JP to produce a prospectus for future consideration. MH offered assistance with this as been looking at National Lottery funding. Also have interest in using it for grazing – tenant would remove trees themselves. The ponies they have would clear the overgrowth. RMBC used to charge £1500 per year. This income could be put aside to help with any future projects on the site. The contract would need to specify what animals are permitted and any other restrictions. The tenant should get to see a copy of the contract before they agree to take on the site. DB to amend the contract with any changes and send to JP / JT for clarification. The use of the term 'licence' is question that has been raised with the solicitor.

175/06/21 (12) Any other business

None discussed.

176/06/21 (13) Agenda Items for next meeting

- As per last meeting.
- July – Meetings – online / face to face.
- Future meeting – look at land what is currently not used.
- Future meeting – Rotherham show

177/06/21 **(17) Date and Time of Next Meeting. (Meetings will be cancelled if not required).**
Monday 21st June 2021 at 2.00pm.

BS thanked everyone for their attendance. The meeting was closed at 3.20pm.



Signed **(Chair)**