



ANNUAL REPORT FOR 2021

Contents

1. Introduction
2. Site statistics
 - a. Society Sites
 - b. Direct-Managed sites
3. Principal achievements and challenges
4. Summary of work completed
5. Complaints summary
6. Directors & attendance
7. Policy Review and Amendments
8. Future Plans
9. Finance report
10. Capital Expenditure
11. Summary

1. Introduction

As Chairperson of Rotherham Allotments Alliance Ltd, I am pleased to welcome you to the Annual General Meeting and thank you for reading this annual report which outlines the operational activity of the Alliance in 2021. It has again been a very difficult year due to covid. Our Allotment Support Assistant has done her best to keep tenants onside and work with societies. Directors have taken a full and active role in supporting the administrative function of the Alliance by visiting sites and supporting societies with their AGMs and administration when needed.

I would like to thank personally Alwyn Dean who sadly passed away in April who was our treasurer from when the Alliance was originally created. I would also like to thank Alison Howard who took over the role of treasurer for a short period. Unfortunately, she was unable to continue due to personal reasons. I would like to stress about the time commitments that directors put in, on a voluntary basis, to help tenants, societies and the general running of the Alliance.

The Alliance over the next 12 months will be committed to continuing to support sites and to make improvements where possible. This will hopefully be aided by the relationship we have created with the Community Payback team who have been working on sites to clear plots for cultivation and also other general maintenance. This allows us to save costs on labour which can be reinvested in other projects.

One of the most pleasing parts of my job is to hear feedback from tenants and society secretaries regarding the work that the Allotment Support Assistant, Donna, carries out on behalf of everyone.

If any tenant has got the time and commitment to undertake the role of treasurer, we would be very grateful for any applications.



Brian Steele
Chairperson – Rotherham Allotments Alliance Ltd

2. Site Statistics

a. Society Sites

<u>Societies</u>	<u>Total Plots</u>	<u>Total Plots Let</u>	<u>Total Vacant Plots</u>	<u>Total Unlettable Plots</u>	<u>Total Decommissioned Plots</u>	<u>Total Tenants</u>	<u>Waitlist</u>	<u>% Occ</u>	<u>% Occ less unlettable / decomm</u>
Barnsley Road	59	58	0	0	1		33	98	100
Broom Valley New	73	72	1				1	99	99
Broom Valley Old	74	74						100	100
Clifton	133	130	2	1			5	98	98
Clough Bank	66	52			14		8	79	100
Hartley Lane	73	73					6	100	100
Herringthorpe Valley Road	60	59			1		30	98	100
Kimberworth Park	29	29					6	100	100
Queen Street North	32	32						100	100
Queen Street South	48	48					2	100	100
South Street	30	27		2	1		1	90	100
Vicarage Field	71	50		7	14		1	70	100
Wet Moor Lane	37	36			1			97	100
Wharf Road	20	20					6	100	100
Wood Street	35	35					5	100	100
	<u>840</u>	<u>795</u>	<u>3</u>	<u>10</u>	<u>32</u>		<u>104</u>	95	lets / total plots
								98	lets / total plots - decommissioned
								100	Lets /total plots cultivatable

2. Site Statistics

b. Direct-Managed Sites @ 7.1.22

<u>Direct Managed</u>	<u>Total Plots</u>	<u>Total Plots Let</u>	<u>Total Unlettable Plots</u>	<u>Total Vacant Plots</u>	<u>Total Decommissioned Plots</u>	<u>Total Tenants</u>	<u>Waitlist</u>	<u>% Occ</u>	
Avenue Road	87	69	1	2	15	62	12	79	
Greasbrough	80	72	2	4	2	64	4	90	
High Street	42	34	1	2	5	32	3	81	
Highfield Road	5	5	0	0	0	4	1	100	
Lowfield Avenue	14	5	0	9	0	5	1	36	
Moor Road	20	17	2	0	1	16	5	85	
Psalters Lane	9	9	0	0	0	9	1	100	
Rectory Field	66	50	12	3	1	43	3	76	
Rosehill Park	28	28	0	0	0	26	21	100	
St Leonards Road	14	14	0		0	14	3	100	
48 new lets done in 2021	365	303	18	20	24	275	54	83	lets / total plots
								88	lets / total plots - decommissioned
								94	Lets /total plots cultivated

3. Principal Achievements and Challenges

PRINCIPLE ACHIEVEMENTS

Operating through covid restrictions

Throughout 2021, covid restrictions changed a number of times. Despite this, the RAA were still able to operate relatively normally and plot lets were done using images of plots, social distanced meetings and also with help from tenants on site. Maintenance works such as grass cutting was able to be completed on a more regular basis and contractors could be arranged for carrying out repairs. The Board continued to use the Zoom facility to conduct meetings which made it more convenient for members. The AGM was also held online in March which was successful.

Website / Social Media

The continued use of the website and social media has allowed the Alliance to pass on a lot of useful information to tenants. These will continue to be developed including information being available online in different languages.

Continuation of Building Relationships with Tenants / Societies

The RAA have worked hard in 2021 to continue to build on the relationships with tenants and societies. In regard to societies, Society Representatives were invited to attend Board Meetings so they could have an understanding of how the RAA conducts the business, unfortunately this offer was only taken up by one society. Directors also offered all societies assistance with any society matters, with support for those who needed advice and assistance on how to run the site effectively. Through this, a number of failing societies have been re-established and this has encouraged other tenants to get more involved in the running of their site.

Rotherham Show

Attendance at Rotherham Show was very well-received and 400 seed packets were handed out to visitors in the horticulture tent. The competition went very well. Will look at extra branded items / more seeds etc for 2022.

Improvements works

A number of the capital improvement works were carried out including security fencing and path improvements. There was an issue with the quality of some of the path work but this was resolved with the contractor.

Funds for Future projects

The Alliance has managed to accumulate a surplus in 2021 so this can be added to funds to complete the works that were not covered by the £100K capital budget and can be used as a source of match funds to assist grant aid applications. The Alliance also has a contingency budget, should any emergency repairs occur.

Engagement of Community Payback

A charity plot on Greasbrough site used Community Payback to help clear their plot. They also did other clearance work on the site which helped to get plots back into a cultivatable condition. Community Payback agreed to attend other allotment sites and are currently working on Rectory Field in Rawmarsh. They are also willing to attend other sites to do clearance projects. These are currently being arranged. Using this service has saved the

Alliance a lot of money in terms of labour costs. The only costs incurred are a shed to use as a base/shelter and the rental of a portable toilet.

PRINCIPAL CHALLENGES

Change in directors (treasurer)

The death of the treasurer and lack of access to the bank account meant that some invoices were not paid in a timely manner. The new Treasurer managed to get the bank account details changed and this allowed for other directors and the ASA to have access.

Tenant Behaviour / Rule contravention

In 2021, there were many incidents recorded on sites that were in contravention of the Allotment Rules. The main issues were fire/smoke nuisance, thefts and noise nuisance. A number of anti-social and abusive instances were also reported. The Alliance aims to encourage all tenants in adhering to the Allotment Rules and allotments being used in their proper manner.

Disbandment of societies

The newly formed society at Avenue Rd unfortunately disbanded due to disputes between the committee members and tenants. Lack of interest has meant that a new committee has not yet been set up. Also had a number of societies in need of rejuvenation due to lack of interest and not following correct procedures. The Alliance will support any societies that need assistance.

Covid restrictions

Despite being able to operate, the restrictions led to improvement works being delayed in some cases due to contractor and materials shortages. It was also difficult to find reputable contractors in the first instance who could carry out the works.

Lack of communication / information from tenants

The Alliance is still experiencing a lack of information from tenants. Mainly in regard to plots that have been vacated without the RAA being informed. Not being informed of when tenants have left has meant that some plots have been left uncultivated.

Issues with Solicitor

The Head Lease with RMBC is not yet signed due to significant delays with the RAA's solicitor and lack of communication with RMBC's solicitor. The RAA were not made aware that the original solicitor had left the company and a locum was being sought. Two directors and the ASA met with the locum solicitor who advised that the lease document was not fit for purpose and was more suited towards the lease of a commercial building. The locum solicitor was of the opinion that some of the clauses were too restrictive. This was communicated to back to RMBC who disagree. There is also an issue with the guarantee that RMBC will be paying all of the legal fees. The RAA's solicitor have requested confirmation of this from RMBC's solicitor. It is hoped that the lease will be signed in early 2022.

5. Complaints Summary

<u>DATE/BY</u>	<u>SITE</u>	<u>ISSUE</u>
3.1.21 – Tenant	South Street	Tenant asking regarding the running of the society – no transparency
4.1.21 – Tenant/resident 28.1.21 / Feb 1.3.21	Rectory Field	Tenant not following covid and Avian Influenza rules
6.1.21 – Tenant	South Street	Tenant asking regarding the running of the society – no transparency
11.1.21 - Resident	Rectory Field	Cockerel Noise
13.1.21 – Resident	Barnsley Road	Cockerel Noise
13.1.21 – Tenant	High Street	Tree cuttings dumped on driveway to site
14.1.21 – Tenant	Vicarage Field	Tenants not following covid rules – congregating in sheds (letter was sent to RMBC)
17.1.21 – tenant	Avenue Rd	Pathways on site are very muddy / dangerous
18.1.21 – Tenant	Moor Rd	Tenant sent a picture of the flooding of Plot 6
19.1.21 – Tenant	High Street	Driveway / path on site is dangerous due to being muddy. Another tenant had fallen over and could not get up
28.2.21 – resident	High Street	Complaint about multiple bonfires
29.1.21 – secretary	Kimberworth Park	Site has been broken into. Fence has been cut and locks on sheds been cut off
4.2.21 – tenant	High Street	Gate being left unlocked by tenant from plot 10
4.2.21 – resident	Clifton	Resident on Eastwood Mount complained about smoke / fire blowing into garden / house from the allotments.
8.2.21 – Tenant	High Street	Hole in fence – church yard side
15.2.21 – Tenant of another site	Psalters Lane	Fly-tipping on open area of site
18.2.21 – tenant/resident	High Street	Fire / smoke nuisance
22.2.21 – tenant	High Street	Gates being left open by tenants
02.03.21 – tenant	Rectory Field	Possible water leak on Rockcliffe Road entrance
05.03.21 – tenant	Rosehill Park	Trees from park overhanging into site – can't grow on plot due to light being blocked
05.03.21 – resident	Herringthorpe	Fire / smoke nuisance from bottom of site
08.03.21 – tenant	High Street	Grass cuttings dumped on lane to site – possibly by a resident
08.03.21 – resident / Cllr Elliott	Lowfield Ave	Fire / smoke nuisance
15.03.21 – RMBC Enforcement	Rectory Field	Complaint regarding smoke from site going into nursing home
15.03.21	Rectory Field	Cockerel noise
	Ave Rd	Rubbish thrown over plot from resident's garden
1.4.21 – RMBC / resident	Rectory Field	Fire and Cockerels nuisance
01.04.21 – RMBC	Wood St	Power line down on path
01.04.21 – Tenant	Barnsley Rd	Water leak
01.04.21 – tenant	Avenue Rd	Rat poison on path
03.04.21 – resident	High Street	Fires / smoke nuisance
04.04.21 – resident	Psalters Lane	Fires / smoke nuisance
06.04.21 – tenant	Lowfield Avenue	Found dead chickens in water butts. Thinks it was a previous tenant who still has a key who has done it recently. Concerned that the water is now contaminated so can't use it
06.04.21 – tenant	Herringthorpe	Sewage coming from manhole near toilet
10.04.21 – Councillor/resident	Greasbrough	Tenants parking at back entrance blocking resident access

11.04.21 – resident	Psalters Lane	Burning / smoke nuisance
16.4.21 – resident	Vicarage Fields	Smoke nuisance
19.4.21 – resident	Rectory Field	Pond on plot is causing resident's cellar to flood
20.04.21 – not specified	Greasbrough	Report of fence being tampered with / drinking onsite
26.04.21 – tenant	Rectory Field	Syringe and needle found on plot 20
26.04.21 – tenant	Rosehill Park	Chicken shed been dumped in park, outside allotment
29.04.21 – tenants	High Street	Tap been broken off to floor
29.04.21 – tenant	Avenue Rd	Fly tipping on public area of site / Rod missing from gate
10.05.21 – tenant	High Street	Chains / locks been broken off 2 plots – nothing stolen
11.05.21 – resident	Vicarage Fields	Cockerel noise
11.05.21 – resident	Barnsley Rd	Cockerel noise
13.05.21 – resident	High Street	Fire / smoke nuisance
17.05.21 – resident/RMBC	Clifton	Overgrowth from allotment going into private garden
19.05.21 – tenant	High Street	Weeds / overgrowth from plot next door
21.05.21 – Resident	Barnsley Rd	Cockerel noise continuing
23.05.21 – secretary	Clifton	Increased rat activity
7.6.21 – tenant/resident	Rectory Field	Tenant using rotavator / having fire at 9.30pm at night
10.6.21 – RMBC	Vicarage Fields	Tree has fallen into residents garden – RMBC have removed possible shed/washing line damage
10.06.21 – tenant	Avenue Rd	Fly tipping on allotment site entrance
10.06.21 – tenant	Greasbrough	Tenant from plot 24 reported shed broken into and tools been stolen. Reported to police
14.06.21 – tenant	Rosehill Park	Grass not been cut
14.06.21 – tenant	Greasbrough	Bottom gate looks like it's been rammed and is stuck closed. Slider bar has been damaged
14.06.21 – tenant	Avenue Rd	Paths untidy, non-cultivated plots and plots being used for other purposes
14.06.21 – RMBC/resident	South Street	Vine overgrowing into resident's garden
18.06.21 – resident	Rectory Field	Vine growing into resident's garden from allotment
21.06.21 – tenant	Barnsley Rd	Rat problem
22.06.21 – tenant	High Street	Gates getting left open / rats / rabbits
22.06.21 – tenant	Rectory Field	Tenant using air rifle on allotment
24.06.21 – tenants	Greasbrough	Break in / lock broken bottom gate
24.06.21 – tenant	Rectory Field	Resident having wall built on allotment boundary
25.06.21 – Resident	High Street	Trees on allotment need cutting back – blocking view
29.06.21 – tenant	St Leonard's	Key broke in lock
29.06.21 – tenant	Rectory Field	Paths and condition of top entrance path – overgrown
29.06.21 – resident	Barnsley Rd	Still hearing a cockerel
29.06.21 – resident	South Street	Smoke nuisance
01.07.21 – tenant	Greasbrough	Tenant reported chickens not been fed on a plot for a few days
01.07.21 – letting agent / resident	Rosehill Park	Hedges massively overgrown – taller than house
06.07.21 – resident	High Street	Fire / smoke nuisance
08.07.21 – tenant	Greasbrough	Lock cut off again. Plots broken into
08.07.21 – tenant	High Street	Fly-tipping by tenant
13.07.21 – tenant	High Street	Report of gate been left open. 3 men wandering round site, looking over gates. Tenant asked them to leave
15.07.21 – resident / tenants	High Street	Fire on site Tuesday 10pm. Fire brigade called. Car seen on site
19.07.21 – resident	Herringthorpe	Fire/smoke nuisance
19.07.21 – tenant	Hartley Lane	Site broken into

20.07.21 – resident	Rectory Fields	Trees on side of site too tall – bigger than house, blocking Sky signal
21.07.21 – RMBC /resident	Clifton	Overgrown trees
21.07.21 – resident	Clifton	Wasps nest on allotment
26.07.21 – tenant	High Street	Items gone missing from plot
26.07.21 – resident	St Leonards	Overgrown tree
28.07.21 – RMBC /resident	Herringthorpe	Cockerel noise
02.08.21 – tenants	High Street	Tap broken / rubbish dumped
03.08.21 – resident	Barnsley Rd	Cockerel noise again
05.08.21 – tenant	High Street	Dead chicken head put on tenant’s lock
07.08.21 – resident	High Street	Fire / smoke nuisance
09.08.21 – tenant	Rosehill Park	Break-in - strimmer stolen
10.08.21 – Cllr /resident	Lowfield Ave	Complaint about removal of trees
10.08.21 – tenant	Rectory Field	Tenant using air rifle on plot
16.08.21 – resident	Rectory Field	Plot overgrowing into resident’s garden
23.08.21 – resident	Barnsley Rd	Cockerel noise
24.08.21 – RMBC	Vicarage Fields	Cockerel noise
03.09.21 – tenant	Queen Street North	Plot break-in
05.09.21 – tenant	Rectory Field	Possible plot trespass and gazebo damage
07.09.21 – resident	Barnsley Rd	Smoke / fire nuisance
13.09.21 – resident	Vicarage Field	Cockerel noise
26.09.21 – tenant	Greasbrough	Plot 14 broken into
07.10.21 – tenant	High Street	Evidence of air rifle use on site
16.10.21 – tenant	Avenue Rd	Alleged aggressive / abusive behaviour
23.10.21 – resident	Psalters Lane	Fire/smoke nuisance
04.11.21 – tenant	Rectory Field	Tenant’s shed stolen
05.11.21 – tenant	High Street	Dog poo on path
05.11.21 – resident	High Street	Bonfires too large
08.11.21 – tenant	Rectory Field	Fireworks / litter left on site
08.11.21 – Cllr	Greasbrough	Resident access road blocked
11.11.21 – resident	South Street	Fire/smoke nuisance
11.11.21 – RMBC	Broom Valley New	Overgrown trees
11.11.21 – RMBC	Clough Bank	Overgrown trees
22.11.21 – tenant	St Leonards	Fly tipping
22.11.21 – secretary	Broom Valley Old	Issue with gate not locking
23.11.21 – tenant	High Street	Gates left open
15.12.21 – tenant	Queen St North	Concerns over rent and water being turned off
20.12.21 – tenant	High St	Fires/smoke nuisance

Summary of Issues (greatest to least reported)

1. Fire / smoke / bonfire nuisance
2. Overgrown trees / plots / grass
3. Break-ins / theft
4. Cockerel Noise
5. Fly-tipping
6. Health and Safety issues (e.g. use of air rifles on site)
7. Flooding / water / tap issues
8. Anti-social behaviour / noise complaints
9. Pest control
10. Concerns regarding society conduct
11. Covid restriction contravention
12. Parking issues

6. Directors & Attendance

Directors: Chair – Brian Steele
 Secretary – Jack Taylor
 Treasurer – Al Dean (until April 21, passed away),
 Alison Howard (resigned December 21 for personal reasons)
 Vice Chair – John Palmer
 Member - Mohammed Suleman
 Member - Mick Hirst
 Member - Alice Parry (appointed July 21)

For RMBC: Councillor Emma Hoddinott (resigned May 21 due to change in position at RMBC)
 Councillor David Sheppard (appointed by RMBC May 21)
Current Vacant Positions: Treasurer, RMBC-Appointed director

	Brian Steele	John Palmer	Jack Taylor	Al Dean	Mohammed Suleman	Cllr Emma Hoddinott	Mick Hirst	Alison Howard	Cllr Dave Sheppard	Alice Parry
04.01.21	1	1	1	1	1		1			
18.01.21	1	1	1	1	1		1			
01.02.21	1	1	1	1	1		1			
15.02.21	1	1	1	1	1		1			
01.03.21	1	1	1	1	1		1			
15.03.21	1	1	1	1	1		1			
29.03.21		1	1	1	1		1			
12.04.21	1	1	1		1		1			
26.04.21	1	1	1				1	1		
10.05.21	1	1	1		1		1	1		
24.05.21	1	1	1		1		1	1	1	
07.06.21	1	1	1		1		1	1		
21.06.21	1	1	1		1		1	1	1	
05.07.21	1	1					1	1	1	
19.07.21	1	1	1		1		1	1	1	
02.08.21	1	1	1		1		1			1
16.08.21	1	1	1		1		1		1	1
13.09.21	1	1	1		1		1	1	1	1
27.09.21	1	1	1				1		1	
11.10.21	1	1	1		1		1	1		1
25.10.21	1	1	1					1	1	1
06.12.21	1	1	1		1		1		1	1
Total Attendance	21	22	21	7	18	0	21	10	9	6
% Attendance	95	100	95	100	82	0	95	71	75	86

7. Policy Review and Amendments

1 - CODE OF CONDUCT

- List of Directors review.
- Addition of email response from each director indicating that they have read and agree to the Code of Conduct.

2 – FINANCIAL REGULATIONS

Bank account – statement added for income and expenditure through the current account and removal of signatories

Internal financial controls – internal audit to be done in month 3 and month 9 – different board member to conduct each audit. Can be done online.

3 – RULES

Inserted clause on behaviour/conduct on site to mirror tenancy agreement.

These can all be found on the website for your perusal.

8. Future Plans

Following on from 2021, the table below summarises the work required as identified on each site from 'wish list' requests and site visits. The Alliance has carried out a number of these works to date and other projects will be considered as appropriate. The use of the Community Payback service will be a valuable tool for the future works as it considerably reduces the need for paid labour. The remaining capital budget and revenue surplus will be used. Plus external funding will be sourced. The RAA will continually look into improvements for all sites including water conservation, increased security and re-instating of unlettable plots. Better site management in terms of grass/hedge cutting, waste removal and pest control will also be reviewed.

<p><u>Avenue Rd (no longer society site)</u></p> <ul style="list-style-type: none"> Asbestos removal Track improvement Clearing of unlettable plots / car park improvements Water supply Barrier to site Tree removal Clubhouse / toilet block 	<p><u>Barnsley Rd & Wet Moor Lane</u></p> <ul style="list-style-type: none"> Path levelling/Hard core Funding to place portacabin Change uncultivable plot to storage area Compostable toilet 	<p><u>Vicarage Fields</u></p> <ul style="list-style-type: none"> Asbestos garage removal on plot 64 Clearance of plot 65 – badly overgrown Turning circle at bottom of site
<p><u>Clifton</u></p> <ul style="list-style-type: none"> Asbestos removal Replace parts of missing fence Top path resurfacing Clear unusable area 	<p><u>Herringthorpe Valley Rd</u></p> <ul style="list-style-type: none"> Path from top/bottom of site <p><u>Broom Valley New</u></p> <ul style="list-style-type: none"> Carpark – flatten and hardcore Clear 'market garden' area and put into use <p><u>Wharf Road</u></p> <ul style="list-style-type: none"> Water on site 	<p><u>Broom Valley Old</u></p> <ul style="list-style-type: none"> Asbestos removal Path from top to bottom of site, and top gate (visually impaired tenants) <p><u>Queen Street South</u></p> <ul style="list-style-type: none"> Removal of asbestos (shed) Upgraded perimeter fence that borders Queen Street Clear overgrown plots
<p><u>Clough Bank</u></p> <ul style="list-style-type: none"> Put area of site back into cultivation Car parking area Pathway improvement 	<p><u>Hartley Lane</u></p> <ul style="list-style-type: none"> Remove poly tunnels – turn back into plots/cap park Perimeter Fencing 	<p><u>Highfield Road</u></p> <ul style="list-style-type: none"> Fence to residential boundary (no longer required) <p><u>Rosehill Park</u></p>
<p><u>Wood Street</u></p> <ul style="list-style-type: none"> Water supply (request withdrawn) Secure fencing on the end plots 	<p><u>South Street</u></p> <ul style="list-style-type: none"> Clear area inside of gate for car park Path improvements Remove rubbish end of drive Make presentable unoccupied plots Replace asbestos roof on garage Replace 8 rotting wooden shed doors 	<p><u>Woodside</u></p> <ul style="list-style-type: none"> Develop land back into allotment plots
<p><u>Kimberworth Park</u></p> <ul style="list-style-type: none"> Asbestos removal 		<p><u>Psalters Lane</u></p> <ul style="list-style-type: none"> Fence around top end to secure site Plots put back into use - strimmed /rotavated / Rubbish removed: 7 / 8 / 12
<p><u>Queen Street North</u></p>	<p><u>High Street</u></p> <ul style="list-style-type: none"> Rubbish removal (from cleared plots and bottom end) Plot cleared /dug out for Car park Path levelling / hardcore Plots put back into use - strimmed /rotavated / Rubbish removed (7 plots) 29 / 30 /31 / 35 /36 / 37 /38 Perimeter fence 	<p><u>St Leonard's Road</u></p> <ul style="list-style-type: none"> Plots put back into use - strimmed /rotavated (1 plot): 1
<p><u>Greasbrough Scrooby St</u></p> <ul style="list-style-type: none"> Replace fence where encroachment was (RMBC organising) Plots put back into use - strimmed /rotavated / Rubbish removed (6 plots): 47 / 48b / 51 / 52 / 62 / 68 Need ground works – 66 / 70 / 71 Replace toilet door 		<p><u>Moor Road</u></p> <ul style="list-style-type: none"> Asbestos removal Drainage to prevent flooding Plots put back into use - strimmed /rotavated / Rubbish removed (3 plots): 17 / 18 / 20 Path/entrance levelling / hardcore Mares tail treatment (2 plots, possibly more)
<p><u>Lowfield Avenue</u></p> <ul style="list-style-type: none"> Vine removal Plots put back into use - strimmed /rotavated / Rubbish removed (9 plots): 4 / 5 / 6 / 8 / 9 / 10 / 11 / 12 / 13 	<p><u>Rectory Field</u></p> <ul style="list-style-type: none"> Plots put back into use - strimmed /rotavated / Rubbish removed: 9 / 15 / 24 / 25 / 34 / 35 / 45 / 46 / 47 / 48 / 59 / 60 Carpark 	<p>Key: Quotes submitted/in-hand Quotes approved/work done Not completed by RAA</p>

9. Finance Report

Due to the difficulty of recruiting a lay auditor, the Alliance used the services of the Voluntary Action Rotherham Community Accountant. This enabled for the accounts to be reviewed professionally and help to identify where any improvements could be made in the financial practices.

Rotherham Allotments Alliance Limited
Statement of Financial Activities
(Incorporating an Income & Expenditure Account)
for the year ended 31 December 2021

	2021 Total £	2020 Total £
Income:		
Rent	63,066	47,222
Grant income	2 339	-
Capital re-imburement	4,329	22,992
Membership	3	-
Total income	<u>67,737</u>	<u>70,214</u>
Expenditure		
ASA Staffing costs	15,897	15,503
ASA expenses	534	-
Capital expenditure	4,329	1,553
IT and Communications	1,345	1,329
Marketing	308	40
Memberships and subscriptions	706	1,757
Office/Gen Admin expenses	606	628
Pest control	5,973	49
Petty cash expenditure	73	158
Printing, postage & stationery	864	2,072
Rent refund	113	-
Security	600	191
Signage	262	-
Site Maintenance - Groundwork	11,106	-
Site Maintenance - repairs	4,666	7,154
Sundry purchases	219	158
Waste removal	3,783	1,755
Water	6,484	655
Professional fees	525	1,000
Total expenditure	<u>58,392</u>	<u>34,002</u>
Net income/expenditure	<u>9,345</u>	<u>36,212</u>
Total funds brought forward	36,212	-
Total funds carried forward	<u>45,557</u>	<u>36,212</u>

N.B. Differences between rental incomes and capital re-imburements in 2020/21 are due to the rents of Jan/Feb/Mar 2020 being submitted to the Alliance from RMBC for the change in financial year.

Rotherham Allotments Alliance Limited
Balance Sheet
as at 31 December 2021

	Notes	2021 £	2020 £
Current Assets			
Debtors	3	821	-
Cash at Bank and in hand		47,219	36,212
		<u>48,040</u>	<u>36,212</u>
Creditors - amounts due within one year	4	(2,483)	-
Net current assets		<u>45,557</u>	<u>36,212</u>
Net assets		<u>45,557</u>	<u>36,212</u>
Represented by:			
General Funds		45,557	36,212
Total funds		<u>45,557</u>	<u>36,212</u>

<u>Proposed Surplus Allocations</u>	
Reserve/Contingency	£ 10,000.00
Share Cost	£ 1,000.00
Additional Capital Works from 'wish-lists'	£ 28,000.00
Special Projects/Match funding	£ 5,000.00
Salary Increase/back pay	£ 1,500.00
Total	£ 45,500.00
Projected surplus	£ 45,557.00
Remaining Balance	£ 57.00

10. Capital Projects

The Alliance was granted £100k capital expenditure to be spent on allotment improvements in 2020/2021. The following table outlines what has been spent to date. The remaining amount can be carried over to 2022.

<u>DATE</u>	<u>Societies</u>	<u>Company</u>	<u>Job</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>	<u>Outcome</u>
04.08.20	Hartley Lane	KCM	Skips for polytunnel removal	£ 812.50	£ 162.50	£ 975.00	Completed
20.04.21	Hartley Lane	Lightmain	Perimeter fence	£ 5,396.00	£ 1,079.20	£ 6,475.20	Completed
20.04.21	Queen Street South	Prinfords Fencing	Perimeter fence	£ 8,130.00	£ 1,626.00	£ 9,756.00	Completed
20.04.21	Broom Valley Old	Burkinshaws	Paths	£ 6,948.00	£ 1,389.60	£ 8,337.60	Completed
09.09.20	Clifton	Prinford Fencing	Install fencing	£ 3,130.00	£ 626.00	£ 3,756.00	no
04.05.21	Barnsley Rd	Burkinshaws	resurface paths	£ 9,130.00	£ 1,826.00	£ 10,956.00	no
14.05.21	South Street	Burkinshaws	paths and car park	£ 7,754.00	£ 1,550.80	£ 9,304.80	no
				£ 41,300.50	£ 8,260.10	£ 49,560.60	
<u>DATE</u>	<u>Direct Managed</u>						
09.09.20	Avenue Road	S & R Services	Plot clearance / car park improvements	£ 5,400.00		£ 5,400.00	Completed
09.09.20	High Street	L & N Waste	Remove waste from top & bottom areas	£ 1,200.00		£ 1,200.00	Completed
25.09.20	Greasbrough	Lightmain	fencing to correct encroachment	£ 3,765.00	£ 753.00	£ 4,518.00	Completed
09.09.20	High Street	Parkway Sheet Metal CF & DB Roofing &	Perimeter fencing	£ 3,105.00	£ 621.00	£ 3,726.00	Completed
18.02.21	Lowfield Ave	Gardening Services	Clear vine area and create plot	£ 3,530.00	£ -	£ 3,530.00	Completed
20.04.21	Psalters Lane	Lightmain	Perimeter fence	£ 8,511.00	£ 1,702.20	£ 10,213.20	Completed
04.05.21	Avenue Rd	Burkinshaws	resurface paths	£ 15,064.50	£ 3,012.90	£ 18,077.40	no
20.04.21	High Street	Burkinshaws	Paths and Car park	£ 8,580.00	£ 1,716.00	£ 10,296.00	Completed
-				£ 49,155.50	£ 7,805.10	£ 56,960.60	
<u>DATE</u>	<u>Non-site specific</u>						
04.08.20	Various sites	Rhodes Asbestos	Asbestos & Garage removal	£ 6,620.00	£ 1,324.00	£ 7,944.00	Completed
25.08.20	N/A	GET Internet	Website design	£ 1,000.00		£ 1,000.00	Completed
25.08.20	N/A	Printerland.co.uk	Printer	£ 210.83		£ 210.83	Completed
16.03.21	N/A	Currys / RAA	New laptop	£ 799.00		£ 799.00	Completed
				£ 8,629.83	£ 1,324.00	£ 9,953.83	
				£ 99,085.83	£ 17,389.20	£ 116,475.03	
REMAINING BUDGET				£ 914.17			

11. Summary

In summary, the second year of operation for the RAA has been difficult for a number of reasons. The covid-19 pandemic continued to affect progress on site improvements due to lockdown restrictions. Board meetings were still able to continue through the use of the Zoom online meeting facility.

Thankfully, visits to sites could resume so meeting with tenants has been easier. The formation of relationships with a number of tenants across most sites has been very important as these tenants have actively worked with the RAA during the year to help solve issues etc. This is much appreciated as the Alliance has been able to gain further valuable knowledge about sites and how they operate.

From a financial point of view, the Alliance is in a very positive position having retained a small surplus in 2021 along with the surplus of 2020. These funds can now be spent on projects on sites which is something that is being considered in the near future. It has also allowed the Alliance to have an amount in reserve for emergencies. Research into outside funding streams will also continue.

Overall, 2022 will be focused on continuation of site improvements through channels such as Community Payback. It will also aim to build on the working relationships with all societies, offering advice and support to those who need it, re-instating them where possible. The RAA feels that engagement and working together with all tenants and societies is the key to improving the allotments. Another focus will be developing the website more and utilising social media, promoting what the allotments have to offer and therefore increasing interest and plot occupancy.

The RAA hopes that all the changes made so far have made a positive impact and that the future of the allotments is looking even more promising for generations to come.