

Rotherham Allotments Alliance

Board Meeting No.69

Held: Monday 18th July 2022

Meeting Location: Online Zoom

(Minutes John Palmer)

Present by Zoom: Directors: Brian Steele (BS) Chair, Mick Hirst (MH), Cllr Rachel Hughes (RH) John Palmer (JP), Jack Taylor (JT).

- 108/07/22** **(1) Apologies:** ASA – Donna Busby (holidays) Tess Sheen (TS), Cllr Dave Sheppard (DS).
No contact from Kris Edwards (KE) and Mohammed Suleman (MS).
- 109/07/22** **(2) Declaration of Interest**
JP declared an interest as a tenant on Barnsley Rd site.
JT declared an interest as secretary on Wood St site.
MH declared an interest as a tenant on Avenue Rd site.
- 110/07/22** **(3) Minutes of previous Board Meeting –20th June 2022**
These were moved as a true record by MH and duly signed (electronically) by the Chairperson.
- 111/07/22** **(4) Matters Arising**
All addressed in agenda / admin report.
- 112/07/22** **(5) Admin report – circulated to directors prior to meeting**
- a) Lowfield Avenue – RMBC have agreed to fund boundary fence in the area which was cleared last year, following resident and ward councilor complaint.
 - b) ASA presented written report of (zoom meeting) NAS Allotment Officer Forum – particular attention being drawn to information discussed relating to tenants property when vacating their plots.
 - c) Avenue Road – fire on adjacent field led to damage on some plots – shed and bee hives lost. Recently provided skips proved very popular and led to complaints that from some plot holders – ‘they had been unable to use as they were full’. Complaints also about lack of water in dry weather leading to plant loss. Further email received from tenant (17/7) concern that gates are still being left unlocked – agreed to consider possible email letter to all tenants advising that gate should be locked at all times.
 - d) Fire and smoke nuisance reported at Herringthorpe Valley Road – matter forwarded to secretary.
 - e) Cockerel noise at Vicarage Fields still an issue – all tenants sent letter from RMBC Environmental Health.
 - f) Broom Valley Old reported a break-in. Want the top perimeter looking at as may need to be made more secure.
- 113/07/22** **(6) Financial Matters**
- a) Bank Balance: as @ 11.07.22 - Current account balance: £26,579.78, Reserve Account: £42,613.23.
 - b) Three payments pending.
 - c) SY Police have made payment of £480 in connection with repair of the damage to Moor Road gate caused by their actions.
 - d) In line with minute no **98/06/22f** – a meeting was arranged with the Treasurer which he failed to attend – the chair and vice-chair agreed that a letter would be sent to the treasurer to determine his future.
 - e) The Board agreed that until Treasurer issues resolved the main contact details for the RAA banking be changed into the Chairman’s details.
- 114/07/22** **(7) Transfer and Transitional arrangements RMBC to RAA (including SLA)**
- a) A meeting was arranged with RMBC (AL) 1/7 – unfortunately AL failed to attend. Attempts are being made to organize a further meeting.
 - b) Still received no details of grazing land from RMBC Estates.
 - c) No further update from solicitor.

115/07/22 (8) Society Update – (certain items circulated to directors prior to meeting)

- a) Broom Valley Old – advised of change of secretary in the near future, current secretary is stepping down and leaving site. Committee meeting to be held, however, currently no interest in filling vacancy.
- b) Herringthorpe Valley Road - ASA met secretary on site ‘very positive’ – arranging to cut tree which has grown through fence. ASA to provide some new locks. Asbestos garage roof disposal to be organized. Fly tipping and issue on certain areas of the site.
- c) Wood Street – ASA met Councillor Wyatt concerning fly tipped area – agreed that a ‘funded project’ be drawn up. Maintenance Committee to consider further.
- d) Queen Street North – damage to gate following attempted break in. Hibbards quote to repair £50.00. Agreed to proceed with this work. Complaint received from tenant on this site concerning receipt if notice to terminate tenancy due to lack of cultivation, matter currently being investigated and acted upon.
- e) Broom Valley New – issues with site security still to be resolved.
- f) Society Forum Meeting: held at the Unity Centre on the 5th July 2022 – five Board Members attended along with the ASA and 9 society representatives from 5 sites. The following agenda was discussed :-
 - i. Clarity of support offered by the RAA to societies.
 - ii. Protecting society finances – constitution/trustees/dissolution of societies.
 - iii. NAS membership
 - iv. Hardship Policy
 - v. Freedom of Information Act
 - vi. AOB

When notes of the meeting are completed these will be distributed to all societies and posted on the web-page.

116/07/22 (9) Sub-Committees

Maintenance Committee meeting No 6 took place 4th July (copy of minutes circulated prior to meeting): the minutes were noted.

117/07/22 (10) Maintenance Update - (certain items circulated to directors prior to meeting)

- a) St Leonards, Rosehill and Rectory Fields plot inspections completed. Category C letters sent by recorded delivery. Other site inspections to be arranged.
- b) Rectory Field – last waste has now been removed from site. Area needs preparing for use as a car park – to be arranged. Chair advised he would look at cutting back overgrown plots (utilising hand scythe).
- c) Moor Road – suspected giant hog weed reported.
- d) Weed killing – consideration was given to Directors obtaining PA1 qualification for pesticide application. This is a legal requirement for weed killer application. MH and JT volunteered to consider application.
- e) Chair advised that ASA had suggest obtaining the vermin control qualification – this was approved.

118/07/22 (11) Site Competitions

Consideration was given to holding an annual allotment competition. Historical background information was given on previous competitions. After due consideration it was agreed that the matter should be placed on the Boards agenda in a further **two years**.

119/07/22 Direct Emails / Access to Information

Further consideration was given to this matter in line with minute no **103/06/22** and additional information provided by the ASA concerning costs and management of such a system. It was agreed that the matter not be progressed further. The Chair agreed to discuss with the ASA methods for the communication of sensitive and confidential information to other Directors to ensure no breaches of Freedom of Information legislation.

120/07/22 (12) Future Actions

None discussed.

121/07/22 (13) Any Other Business

- a) ASA returns from annual leave on Monday 25th July.
- b) RMBC have old tenancy files to collect from office at Clifton Park – collection to be arranged.

122/07/22

(14) Agenda Items for Next Meeting

- Finance Committee – 01.08.22 – Budgets; rental letters and consideration of 2023 rental figures and 2024 rental proposal.
- Board – 15/8/22 – Rotherham Show;

122/07/22

(15) Date and Time of Next Meeting.

Finance sub-committee meeting – Monday 1st August 2022, 2pm - Zoom.
Board meeting – Monday 15th August 2022, 2pm – Clifton Park / Zoom

BS thanked everyone for their attendance. The meeting was closed at 3.00pm.



Signed (Chair)