

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:	Board Meeting - 90		
Minute Taker:	Jamie Calvert		
Date:	21 May 2024	Time:	13:00
Location:	Teams online		

Attendees:

Directors: Brian Steele Chair (BS), John Palmer (JP), Jack Taylor (JT), and Richard Watson (RW)
Support Officer: Jamie Calvert (JC)

Apologies:

Sue Jackson (SJ), Mohammed Suleman (MS), Cllr Dave Sheppard (DS)

047/05/24 Apologies

- a. Sue Jackson (SJ)
- b. Mohammed Suleman (MS)
- c. Cllr Dave Sheppard (DS)

048/05/24 Declarations of Interest

- a. JP declared an interest as a tenant on the Barnsley Rd site.
- b. JT declared an interest as secretary on the Wood St site.
- c. RW declared an interest as society treasurer on the Clifton site.

049/05/24 Minutes from the previous meeting

- a. Board meeting 89 minutes were moved as a true record by (JT) and duly signed (electronically) by the Chairperson.

050/05/24 Matters arising

- a. A question was raised about contact with the RAA appointed solicitor regarding the lease with RMBC. It was noted that the solicitor has been contacted but no response has been received.

051/05/24 Admin Report

- a. It was noted that although plots are being let, the waiting list is continuing to be replenished by new applicants.
- b. A question was raised about the site location of complaints recorded. It was requested that the ASO include a list of complaints by location on future reports.

052/05/24 Financial Matters

- a. The treasurer reported the balances of the RAA bank accounts; current account £78,230.27, Deposit account £24,754.20.
- b. The board discussed and agreed to accept the quotation received for broom valley site building repairs at £1620.85. The ASO will contact the contractor to authorise the work on the confirmation of liability insurance and risk assessment.

053/05/24 Maintenance

- a. Work has been completed on Broom Valley new site to restore the eroded track leading to the temporary car parking area. The site secretary has requested a site visit to check the quality of work completed before signing off.

- b. A request has been made by Wood Street Allotment Society for support with funding materials to repair the storage container floor due to pest damage and corrosion. The board requested further details of costs and work specifications.
- c. It was noted that grass cutting is behind schedule and that some sites are yet to receive a first cut. RMBC have acknowledged that they are behind schedule and will update the ASO as work is completed. The board agreed to raise a concern with RMBC at the next meeting with them regarding the agreed service level not being met.
- d. Pest control – It was noted that the maintenance date for rat boxes will need to be changed to the first Thursday of each month as Wednesdays are no longer suitable. It was agreed that tenants will be notified before the next date.

054/05/24 Directors update

- a. It was noted that Mick Hirst has resigned from the board of directors on 09/05/2024. It was agreed that this is a great loss to the board and the RAA and that the secretary will write to express thanks for all of Mick's efforts and support.
- b. It was acknowledged that the RAA board now has two vacancies.
 - i. A vacancy for a director to be nominated from the RAA membership.
 - ii. A vacancy for a director nominated by RMBC.It was agreed that the vacancy would be posted to the RAA website and emailed to shareholders and societies.
- c. It was noted that Mick Hirst would be removed as a bank signatory and moved that Richard Watson (RW) be added as a signatory. The ASO will assist in submitting the documentation to the bank.

055/05/24 Complaints and legal claim

- a. A discussion was held about a legal claim received against the RAA. It was noted that the ASO is in discussion with the insurer regarding a dispute over the date of the claim. It was agreed that RMBC legal team be contacted to ensure they are aware of the claim and request support.
ACTION: ASO to raise with RMBC legal team and discuss response from insurer.

056/05/24 Equality, Diversity and Inclusion

- a. No points were raised under this agenda point.

057/05/24 Any other business

- a. It was suggested that an opportunity may arise to promote the RAA via a local sports club. It was agreed that the board are in favour of considering this further.
- b. A request has been made by a community group to bring decommissioned land at Rectory Field allotments back into use. It was agreed that the ASO arrange a meeting on site with their representative to discuss options on assessment of the land.

058/05/24 Agenda items for next meeting

- a. Asbestos policy
- b. Rotherham Show

059/05/24 Date of Next Meeting

- a. Board Meeting 91 – 01/07/2024 - 13:00 - Garden Room, Clifton Park

BS thanked everyone for their attendance. The meeting was closed at 14:00.

Signed



Brian Steele

Date

01/07/2024