

Rotherham Allotments Alliance

Maintenance Sub Committee Minutes

Meeting Name:		Maintenance Meeting - 15	
Minute Taker:		Jamie Calvert	
Date:	22 July 2024	Time:	11:00
Location:	Virtual Teams Meeting		

Attendees:

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

Apologies:

M041/07/24 Apologies

- a. None

M042/07/24 Declarations of Interest

- a. JT declared an interest as secretary on the Wood St site.
- b. RW declared an interest as society treasurer on the Clifton site.

M043/07/24 Minutes from the previous meeting

- a. Maintenance meeting 14 minutes were moved as a true record by (JT) and duly signed (electronically) by the Chairperson.

M044/07/24 Matters arising

- a. A question was raised whether the two delegates nominated for pest control training had completed the training yet. The ASO confirmed that no acknowledgement of completion had been received.
ACTION: ASO to contact each delegate and ask for an update
- b. A question was raised about the quoted and approved work to repair the path at Clifton allotments. It was confirmed this work is now scheduled for completion.

M045/07/24 Ongoing works

- a. It was noted that two contractors have attended the Psalters Lane site and have yet to provide a quote for the clearance work required.
- b. It was noted that (JT) and the ASO visited the Broom Valley New site to inspect the toilet door in need of repair. The ASO will return to complete the repair on 24/07/2024.
- c. It was noted that the road repair work at South Street is pending the society appointing a contractor to complete the work.
- d. It was noted that a quote is still to be obtained for the track and temporary car park at the Rectory Field site.

M046/07/24 Pest control

- a. It was noted that rodent control training has been allocated to (RW) to ensure continuation of service.
- b. It was agreed that the ASO will order new boxes and that (BS) will identify other stock requirements before placing the order.

M047/07/24 Any other business

- a. It was noted that in response to a complaint via RMBC, the ASO and (JT) visited Hartley Lane allotments to review the shrubs growing through the fence line and partly obstructing the highway. It was agreed that this requires cutting back and that a contractor will be required to complete the work.
- b. An update was provided to the ASO by Yorkshire Water that the meter for the water supply to Rectory Field allotments will require relocation and that this would not be at cost to the RAA. The connection from the new meter to the existing pipe work will need to be contracted at cost. It was agreed that this should be negotiated with RMBC and the builder/landowner of the site of the existing meter.
- c. It was suggested that the RAA acquires a flying camera drone to inspect plots with restricted access. It was noted that additional investigation into this is necessary to ensure legal compliance, safety and costing.

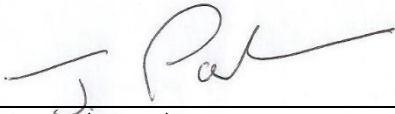
M048/07/24 Agenda items for next meeting

- a. None

M049/07/24 Date of Next Meeting

- a. Maintenance Meeting 16 – 04/09/2024 - 11:00 – Virtual Teams meeting

BS thanked everyone for their attendance. The meeting was closed at 11:50am.

Signed  Date 04/09/2024
John Palmer (Chair)