

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:	Board Meeting - 93		
Minute Taker:	Jamie Calvert		
Date:	23 September 2024	Time:	13:00
Location:	Clifton Garden House		

Attendees:

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

Apologies:

John Palmer (JP)

088/09/24 Apologies

- a. John Palmer (JP)

089/09/24 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.

090/09/24 Minutes from the previous meeting

- a. Board meeting 92 minutes were moved as a true record by (RW) and duly signed (electronically) by the Chairperson.

091/09/24 Matters arising

- a. There were no matters arising.

092/09/24 Admin Report

- a. It was noted that RMBC had provided some details regarding rent collection for Vicarage Fields and White Lea Road grazing sites. RMBC had requested the ASO invoice for back dated rent to 2020 for White Lea Road. The board determined outstanding rents should be invoiced by RMBC as the tenants tenancy agreement was still with RMBC. Future invoices are to be raised by the ASO once details have been provided by the RMBC estates team for issuing a new tenancy agreement.
ACTION: ASO to email RMBC regarding board request for RMBC to invoice backdated rents.
- b. Quotes were received for plot clearance on Rectory Field allotments and Lowfield Avenue allotments. The board has postponed approval of the work until further requested quotes have been received. If additional quotations are not received by 07/10/2024, the board agreed to approve the works.
- c. The board requested the ASO make further contact with the Herringthorpe Valley Road Society Secretary regarding the outstanding complaint.
- d. The board requested the ASO and (JT) make further contact with the Broom Valley Old Society Secretary regarding the outstanding complaint.
- e. The board agreed to consider the request for school visits to the St Leonards allotment site, accompanied by nominated directors.
ACTION: ASO to reply to school contact and request dates and times.

- f. The board agreed to send termination notices to tenants of Avenue Road allotments where cockerels are being kept on plots and not removed within four weeks of the notice being issued.

ACTION: ASO to put tenants on notice where the RMBC enforcement officer identified cockerels on plots.

093/09/24 Financial Matters

- a. The ASO reported the balances of the RAA bank accounts; current account £55,752.63, Deposit account £24,754.20.
- b. The 2023 underspend was reviewed and noted that £9,627.15 is still to be spent. It was noted that there are works awaiting quotation that will likely exhaust these funds. It was noted that difficulties in securing contractors and economically viable quotations has slowed the process of funds allocation.
- c. It was questioned whether a deposit scheme should be introduced for new tenants and how effective this would be. It was suggested that this should be put to the shareholders at the next AGM after further discussion of options by the board.

094/09/24 Maintenance

- a. It was noted that a contractor has not been secured for the removal of waste from the Moor Road allotment site. The ASO advised that the waste pile is mixed waste and may contain prohibited items such as tyres and electrical equipment.
ACTION: ASO to enquire if KCM or Rapid can access the site due to the limited manoeuvrability on the access road.
- b. The board approved the work for site-wide water supply improvements on Greasbrough allotments.
- c. The board expressed a preference for removal of the Rockcliffe road meter at Rectory Fields allotment site and extension of the lower site water supply.
- d. **ACTION:** ASO to contact RMBC planning for contact details of the building site on top of the current meter and supply
- e. **ACTION:** ASO to contact Wave to arrange disconnection of the Rockcliffe Road meter and notify tenants

095/09/24 Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. No further response from the solicitor regarding the lease.

096/09/24 Society update

- a. A meeting was attended by (BS) and the ASO to discuss issues arising between the Hartley Lane allotment society and the grazing land tenant. The ASO will share a copy of the notes including agreed actions with all those in attendance.
- b. A request was made for funding to repair the site building door at Hartley Lane allotments.

097/09/24 Equality, Diversity and Inclusion

No issues were raised.

098/09/24 Any other business

No issues were raised.

099/09/24 Agenda items for next meeting

- a. Grass cutting and hedge contract
- b. Review of rentals for 2025/26

100/09/24 Date of Next Meeting

- a. Interim board meeting 02 – 14/10/2024 – 13:00 – Virtual Microsoft Teams
- b. Board Meeting 94 – 21/10/2024 - 13:00 - Garden Room, Clifton Park

BS thanked everyone for their attendance. The meeting was closed at 15:00 pm.

Signed 
Brian Steele

Date 14/10/2024