

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:	Board Meeting - 95		
Minute Taker:	Jamie Calvert		
Date:	18 November 2024	Time:	13:00
Location:	Clifton Garden House		

Attendees:

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

Apologies:

101/11/24 Apologies

- a. None received

102/11/24 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.

103/11/24 Minutes from the previous meeting

- a. Board meeting 94 minutes were moved as a true record by (JP) and duly signed (electronically) by the Chairperson.

104/11/24 Matters arising

- a. There were no matters arising.

105/11/24 Admin Report

- a. It was noted that Barnsley Road & Wet Moor Lane society committee have not yet responded regarding the suspected asbestos sheets on the site trackway. ASO to follow up.
- b. Broom Valley Old society committee had enquired about funding for post and wire to mark split plots. The board agreed the RAA is unable to offer funding.
- c. It was agreed that combination locks may be used to replace keyed locks where;
 - i. It is ensured that this will not limit access to tenants on grounds of disability.
 - ii. There is a policy in place to ensure authorised tenants are given advance notice of code changes.
 - iii. If the code is changed, it is provided to the RAA ASO.
- d. It was agreed to order secure metal containers for the rodent bait store due to some pest damage to unused sacks.
- e. It was agreed to facilitate a request for access to Moor Road allotments by a representative from South Yorkshire Street Cats.
- f. It was agreed to contact the Psalters Lane waiting list with a proposal to clear the site collectively for the regeneration of the allotments.
- g. A proposal was considered to train volunteers on smaller sites where a society is not viable. Volunteers for grass cutting, plot inspections, etc. It was agreed that this requires further consideration.

106/11/24 Financial Matters

- a. The ASO reported the balances of the RAA bank accounts; current account £44,672.14, Deposit account £25,856.89.
- b. It was questioned which account and over what time period the bank interest was accumulated.
ACTION: ASO to investigate and report at the next meeting.
- c. It was queried how much of the current account balance is unallocated.
ACTION: ASO and treasurer will review and produce projected spending for the remainder of the financial year.
- d. It was suggested that unallocated funds be awarded to the following outstanding projects;
 - i. Rectory fields water works, track repair and temporary car parking
 - ii. Moor Road waste removal project
 - iii. Avenue Road track resurface
 - iv. High Street fence replacement
 - v. New storage container for pest control and RAA stock

107/11/24 Maintenance

- a. It was noted that an insufficient number of grass cuts were made by the RMBC contractors.
ACTION: ASO to email for an update and clarification of a reduction to the invoice.

108/11/24 Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. No updates since the solicitor request noted in the admin report from 04/11/2024.

109/11/24 Society update

- a. Broom Valley Old – an appeal was received regarding a notice sent by the committee to tenants. It was noted that a complaint has not been raised with the committee for a decision to be appealed. The proper complaints and appeals process is to be followed.

110/11/24 Equality, Diversity and Inclusion

- a. A safeguarding policy has been drafted for the RAA on the recommendation of the RMBC. It was agreed by the board that it should be finalised as a working draft and brought into effect at the next AGM.
 - i. The training section should clarify that reading and signing the policy each year is sufficient training for employees and volunteers.
 - ii. The policy will be made available on the RAA website.
 - iii. All members are made aware when the policy is released.
- b. A point was noted that combination locks and other related aspects of site access should be reviewed from an equality's perspective. It should be ensured that access is not limited due to changes to site gates and locks.

111/11/24 Any other business

- a. An expression of interest to join the board as an RMBC appointed director has been received.
ACTION: (DS) to raise this internally with RMBC to make the appointment.

112/11/24 Agenda items for next meeting

- a. Director re-election and nominations
- b. 2025 meeting dates
- c. Finance budget and projections

113/11/24 Date of Next Meeting

- a. Board Meeting 96 – 02/12/2024 - 13:00 - Garden Room, Clifton Park

BS thanked everyone for their attendance. The meeting was closed at 14:45.

Signed 

Brian Steele

Date 16/12/2024