

# Rotherham Allotments Alliance

## Board Meeting Minutes

Meeting Name:	Board Meeting - 97		
Minute Taker:	Jamie Calvert		
Date:	27 January 2025	Time:	13:00
Location:	Microsoft Teams Online		

Attendees:

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

Apologies:

Jack Taylor (JT)

### 001/01/25 Apologies

- a. Jack Taylor (JT)

### 002/01/25 Declarations of Interest

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

### 003/01/25 Minutes from the previous meeting

- a. Board meeting 96 minutes were moved as a true record by (JP) and duly signed (electronically) by the Chairperson.

### 004/01/25 Matters arising

- a. There were no matters arising.

### 005/01/25 Admin Report

- a. It was noted that some plots had been surrendered and the ASO advised that other tenants are likely to surrender rather than pay the 2025 rent.
- b. A review of plots marked as un-lettable or decommissioned is still to be completed.
- c. A question was raised about the total value of funds carried forward from 2024. The ASO will present this information at the next board meeting as most payments due for 2024 will have been made by then.
- d. It was noted that (BS) is available on the 24<sup>th</sup> Feb to offer a school visit at St Leonards allotments. No other director is available on week com' 24<sup>th</sup> Feb.  
**ACTION:** ASO to contact school and offer this date
- e. It was noted that track improvement works to complete the site track resurface at Avenue Road will begin on 17<sup>th</sup> Feb. A question was raised regarding storing waste surface material in the car parking bays awaiting a grab waggon. It was agreed by the board that this is acceptable as a temporary measure so long as no obstruction is caused.
- f.

### 006/01/25 Financial Matters

- a. It was noted that the ASO will provide the necessary information to VAR to complete the accounts audit in time for the AGM in March. The cost for this is £600.

- b. Kimberworth Park allotment society have requested fund reimbursement for the removal of disused fence posts and barbed wire. The cost is £300. The board voted in favour of this.  
**ACTION:** ASO to notify the society secretary of the decision
- c. A request was made for a compiled list of outstanding works and bills/invoices from 2024. It was suggested that if surplus funds are carried over, proposals for use of the funds are taken to the AGM. An example was for water butts being provided to reduce tap water use on allotments.
- d.

#### 007/01/25 Maintenance

- a. 3 Society run sites have raised issues regarding damaged fencing caused by RMBC grounds maintenance when reducing the hedges. The sites are Clough Bank, Kimberworth Park and Wharf Road. An RMBC highways officer contacted the ASO to raise issue with the fence at Kimberworth Park now causing an obstruction to the footpath.
- b. It was noted that a tenant of Barnsley Road and Wet Moor Lane allotments received notice from the society committee that Asbestos waste is due to be removed from the site by the council. The ASO was not aware of this or the board of directors.  
**ACTION:** ASO to contact the secretary to enquire further.
- c. It was noted that the work to upgrade/replace the damaged boundary fence at High Street allotments has been completed. During completion, there was some objection from the management team of RMBC bereavement services and the cemetery management team as the fence adjoins the cemetery. It was agreed that the work would cause minimal disruption and the work continued to completion. No further contact was received regarding this matter after completion.
- d. A request was made by Queen Street South to train a second delegate for the Rodent Control on site. It was agreed to fund the training if the society can provide a suitable delegate, willing to complete the training and undertake the routine pest control on a voluntary basis.
- e.

#### 008/01/25 Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. The solicitor has received a copy of the plan of Hartley Lane allotments from RMBC. This is the same plan we have previously received. Solicitor has been requested to contact RMBC solicitor for further details on their proposal to include or remove the unregistered land.
- b. ASO confirmed that RMBC are yet to reply regarding a meeting with the management team to discuss longstanding issues including the lease.  
**ACTION:** ASO to follow up by email.

#### 009/01/25 Any other business

- a. A request has been received for the Rotherham Youth Cabinet to visit an allotment site and gain an understanding of the services allotments provide. It was suggested by the board that Clifton Allotments are best suited for this and (BS) will contact the society committee with a date and time option for the visit.
- b. It was noted that the AGM will take place on 25/03/2025 with the following preparations needing to take place;
  - i. ASO to record director nominations
  - ii. Annual report to be prepared for the next Board Meeting to be reviewed
    - 1. Include reference to new policies
  - iii. Prepare motions for distribution with the AGM agenda
    - 1. NAS subscription funding
    - 2. Auditor nomination and acceptance of independent report
    - 3. Acceptance of any new policies
- c. RMBC green spaces manager had queried a site called Winterwell Allotments in Wath-Upon-Deerne. It was discussed that this site is not under RAA control and may previously have been transferred into private ownership.

**010/01/25 Agenda items for next meeting**

- a. AGM
- b. Annual Report and Accounts

**011/01/25 Date of Next Meeting**

Board Meeting 98 – 17/02/2025 - 13:00 - Clifton Garden House

BS thanked everyone for their attendance. The meeting was closed at 13:50pm.

Signed



Brian Steele

Date

24/02/2025