

# Rotherham Allotments Alliance

## Annual General Meeting Agenda

Meeting Name:	Annual General Meeting 2025		
Minute Taker:	Jamie Calvert		
Date:	25 March 2025	Time:	18:30
Location:	Unity Centre		

Invited:

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

Apologies:

1) Apologies

2) Chairperson's address

3) Minutes from the previous meeting

4) Matters arising

5) Board members – election and appointment of Directors

No new nominations for Director were received.  
Brian Steele (BS), stands for re-election.  
Mohammed Suleman (MS), stands for re-election.

6) Annual Report

7) 2024 Accounts

8) Policies and rules

Asbestos Policy NEW  
Safeguarding Policy NEW  
Vehicles Policy NEW  
Complaints policy (Amendment – When Won't we uphold a complaint?)

9) Motion 1 – Disapply the requirement to appoint a qualified auditor

This annual general meeting agrees for the RAA to continue to disapply the requirement to appoint a qualified auditor. An independent examination of accounts will be completed by appointed Lay Auditors.

10) Motion 2 – Continue RAA funded NAS membership for opted-in shareholders

This annual general meeting agrees to continue the subscriptions of NAS membership for every shareholder (registered tenant) to be funded from the revenue account and this will be reviewed at every AGM. To ensure membership of NAS, all shareholders must be registered with the RAA.

11) Motion 3 – Introduce a fee for late payment of rent/ reinstating a tenancy

This annual general meeting agrees for the RAA to introduce a fee of £10.00 to rent invoices where payment is made later than the date specified by the invoice payment terms (40 days from invoice date). This fee will be used to cover postage and general administration costs associated with processing late payments and reinstating lapsed tenancies.

12) Shareholders Questions