

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:		Board Meeting - 99	
Minute Taker:		Jamie Calvert	
Date:	17 March 2025	Time:	18:00
Location:	Microsoft Teams Online		

Attendees:

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

Apologies:

Cllr Dave Sheppard (DS)

025/03/25 Apologies

- a. Cllr Dave Sheppard (DS)

026/03/25 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. MS declared an interest as a tenant on the Clifton site.
- d. RW declared an interest as society treasurer on the Clifton site.

027/03/25 Minutes from the previous meeting

- a. Board meeting 98 minutes were moved as a true record by (JT) and duly signed (electronically) by the Chairperson.

028/03/25 Matters arising

- a. There were no matters arising.

029/03/25 Admin Report

- a. It was noted that a follow up request has been sent regarding damage to fences via the RMBC Green Spaces Manager.
- b. It was suggested that a further follow up should be sent to RMBC regarding the Grass and hedge contract as cutting should begin in April. It was requested that the ASO copies (BS) and (DS) into these emails.
- c. It was suggested that a request is made for detailed scheduling of the Japanese knotweed (*Fallopia japonica*) treatment on sites, charged to the RAA for 2025 and beyond. The contract is held by RMBC.

030/03/25 Financial Matters

- a. A discussion was had around the budget for 2025 and 26/27 projection.
- b. It was noted that due to rising costs, the budget should be amended to avoid a shortfall.
 - i. The board voted and agreed to reduce the overall maintenance budget by £2500
 - ii. The board voted and agreed to reduce the NAS membership budget by £1700
- c. The agreed reductions were based on the actual expenditure of 2024 in these areas.
- d. A discussion was had about the RAA funding of the NAS membership and the continued motion at the AGM. It was suggested that due to an increase in membership cost and

current uptake, additional information be presented at the AGM to allow the membership to make an informed decision on the Motion.

- e. It was suggested that a motion be raised at the AGM to introduce a late payment/tenancy reinstatement fee of £10 for RAA direct managed site tenants that do not pay rent invoices on time. This was due to the increased postage and administration costs incurred. It was agreed the Motion will be brought to the AGM.

031/03/25 Maintenance

- a. It was noted that on recent inspections, a number of plots surrendered or terminated, have been left in an un-lettable state due to waste, including hazardous materials and unfit structures. A discussion was had regarding the RAA's ability to clear these plots and the costs incurred. It was noted that the Allotment Act 1950 entitles the landlord to claim compensation from an outgoing tenant for "making good the deterioration" of the land.
- b. It was suggested that the RAA write/email to all tenants regarding the rules and tenancy agreement that relate to the appropriate use of allotments to reduce the future impact of plots being returned to the RAA in an un-lettable condition. Consideration is to be given to fence height and access to inspect plots at regular intervals.
- c. It was requested that the ASO bring photographs of some of the un-lettable sites to the AGM to update members of the severity of this problem.

032/03/25 Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. No further updates

033/03/25 Any other business

- a. AGM – it was agreed that the final amendments to the draft complaints policy are accepted by the board for presenting at the AGM.
- b. AGM – (BS) approved the Chairperson's statement for the Annual Report. The report and Agenda will be sent to all shareholders with an email address recorded on 18/03/2025. Both will be posted on the website.
- c. Pest control – a query was raised regarding a review of the bait used and whether new stock would be ordered to replace the existing bait type. It was agreed that further information is required to make the decision to change the bait type.

034/03/25 Agenda items for next meeting

- a. None

035/03/25 Date of Next Meeting

Annual Board Meeting 3 – 14/04/2025 - 13:00 - Clifton Garden House

Board Meeting 100 – 14/04/2025 – Following ABM - Clifton Garden House

BS thanked everyone for their attendance. The meeting was closed at 19:28.

Signed

Brian Steele



Date

14/04/2025