

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:		Board Meeting - 100	
Minute Taker:		Jamie Calvert	
Date:	14 April 2025	Time:	13:00
Location:	Clifton Garden House		

Attendees:

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

Apologies:

Mohammed Suleman (MS) not received

036/04/25 Apologies

- a. Mohammed Suleman (MS) not received

037/04/25 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. RW declared an interest as society treasurer on the Clifton site.

038/04/25 Minutes from the previous meeting

- a. Board meeting 99 minutes were moved as a true record by (JP) and duly signed (electronically) by the Chairperson.

039/04/25 Matters arising

- a. There were no matters arising.

040/04/25 Admin Report

- a. It was noted that a number of plots are under offer and some have been let already. Offering plots by email first with an offer to view has been successful and reduced the time taken to let plots.
- b. It was noted that the Knotweed treatment plan provided by RMBC is out of date and/or inaccurate. It was queried whether the RAA should be paying for treatment at Wood Street and Barnsley Road as some of the affected areas are outside of the site. It was noted that some areas are duplicated on the report.
It was agreed that the plan should be reviewed with RMBC contractors, and photographic evidence should be requested for treated areas in the future.
- c. It was agreed to provide the requested road planings for South Street allotments resurfacing plan.
- d. It was noted that the quote for repair work of the gate at Wood Street should be compared to a quote for replacement of the gate with removable bollards to ensure cost efficiency.

041/04/25 Financial Matters

- a. It was noted that QuickBooks budget report does not account for income and expenditure that crosses the financial year. This was previously adjusted by the accountant but has not been adjusted for the current financial year.
ACTION: Confirm with the VAR accountant if this can be done and take action if possible.

042/04/25 Maintenance

- a. The ASO confirmed that they will be attending a meeting with RMBC to discuss the grass and hedge contract. 15/04/2025

043/04/25 Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. The solicitor has confirmed that they believe the lease is close to being finalised. No documents have been provided for review at this stage.

044/04/25 Any other business

- a. It was queried whether the society at Wharf Road has managed to secure the minimum number of required committee members.
ACTION: ASO to follow up with the secretary
- b. It was noted the ASO has submitted their notice of resignation. The ASO (JC) will leave the post on 18/05/2025.
The resignation has also been submitted to RMBC. A request has been made that the position be advertised as soon as possible with an aim to fill the vacancy as close to 18/05/2025 as possible.

045/04/25 Agenda items for next meeting

- a. Director Absence and Attendance

046/04/25 Date of Next Meeting

Board Meeting 101 – 12/05/2025 - 13:00 - Clifton Garden House

BS thanked everyone for their attendance. The meeting was closed at 14:20pm.

Signed


Brian Steele

Date

12/05/2025