

Rotherham Allotments Alliance

Board Meeting Minutes

Meeting Name:		Board Meeting - 116	
Minute Taker:		John Palmer	
Date:	10 Augsut 2026	Time:	13:00
Location:	Microsoft Teams Online		

Invited:

Directors: Brian Steele Chair (BS), John Palmer (JP), Richard Watson (RW), Jack Taylor (JT), Matt Jepson (MJ), Mohammed Suleman (MS),
Support Officer: Vacant

Apologies recived:

Cllr Linda Marshall,

302/08/26 **Apologies - As above**

303/08/26 **Declarations of Interest**
a. JP declared an interest as a tenant on the Barnsley Rd site.
b. RW declared an interest as the Society Treasurer on the Clifton site
c. JT declared an interest as a Secretary on Wood St site.
d. MJ declared an interest as a tenant on the Broom Valley old site.
e. MS declared an interest as a tenant on the Clifton site.

304/08/26 **Minutes from the previous meeting**
Board meeting minutes 115 were moved to a true record and duly signed.

305/08/26 **Health & Safety**
Health & Safety role currently vacant.

306/08/26 **Matters arising**
There were no matters arising.

307/08/26 **Admin report**
a. ASO vacancy – agreed to place details of vacancy and job advert available on RMBC website. Awaiting details of current position.
b. Microsoft passkey implications of proposed changes to be investigated by Treasurer.
c. Herringthope Valley Road – request for consideration of reasonable adjustments for aged and infirm tenants. It was agreed that if available the applicant could attend the next Board meeting or a teams meeting could be convened at a mutually convenient date and time to consider the situation in more detail.
d. Queen Street North – skip dispute. Consideration was given to correspondence with the society secretary following items from overfilled skip being left on site including asbestos. It was noted that RAA had ordered the skip and it would appear that the ‘what can be put into a skip’ document or explanation to the society that they were responsible to ensure only

approved material could be placed in the skip had not been communicated to them. It was agreed that: -

- i. When a skip is provided the society must be informed of their responsibility, to ensure only approved items are placed in the skip and the skip is not overfilled.
- ii. The society has representation on site to receive and oversee filling and return of skip.
- iii. RW agreed to visit site and assess situation for removal of the waste felt on site.

308/08/23096

Financial matters

- a. Treasurer reported c/a balance of £57,800 and d/a balance of £29,627.
- b. The treasurer also advised on expenditure and income during the July period.
- c. The insurance renewal was required during the month. The treasurer was to complete the renewal. It was agreed that the treasurer determine the additional cost of cover for volunteers using mechanical equipment be added to the policy.

309/08/26

Maintenance

- a. JT confirmed a combination lock would be fitted at Highfield on the 12.07.26.
- b. JT has successfully installed combination locks at Scrooby Street, providing two weeks' notice to tenants. Further email to be sent to all tenants emphasising the importance of keeping all gates locked at all times to ensure security of the site.

309/08/26

Transfer and transitional arrangements RMBC to RAA (including SLA)

- a. A meeting is to take place on the 11th August with Jon Hincliffe to determine site plans, BS/JP attending. (cancelled by RMBC awaiting new date).
- b. The opportunity will also be taken to discuss the following items: -
 - a. Tree work (including eucalyptus Hartley Lane.
 - b. Broom Old – discrimination case.
 - c. Wave – water meter issues.
 - d. Application for poly tunnel St Leonards.

310/08/26

Policy Reviews

Reviews of all policies to commence to prepare for introduction of any changes at the 2027 AGM.

- a) Suggested that consideration be given to rubbish removal especially items left by outgoing plot holders and items that should not be on the allotments in the first place. Consider policy for skip provision.

311/08/26

Shareholder Forum 15th September

- a) Consideration was given to the agenda.
- b) Notification to all shareholders JT to send emails via colony.
- c) Final agenda to be considered at the September Board meeting.

312/08/26

Rotherham Show - Saturday and Sunday 5th and 6th September in Clifton Park.

- a) Kings seed are unable to provide seeds this year.
- b) Usual quiz would be organised

- c) Directors to attend if available during the weekend.

313/08/26

Director Vacancies

It was agreed that JP would contact VAR to determine if they could assist in seeking volunteers to become specialist directors for health and safety; and legal/finance.

314/08/26

Asbestos

RW confirmed he was to seek quotes for asbestos removal across sites. RW confirmed asbestos had been moved on to a number of sites.

315/08/26

Society update

- a. Avenue Road further meeting to be held on 12th August to further consider a society being formed
- b. Broom Old – request for additional water taps. It was agreed to decline this request it being felt there was currently enough outlets on the site.
- c. Barnsley Road/Wet Moor Lane complaint received by RMBC concerning cockerel noise. JP (as a tenant on the site) advised that he was unaware of any cockerels on site. Society also asked to comment.
- d. Vicarage Fields – have submitted water meter readings.
- e. Clough Road - MJ continuing on plot clearance on the current unused area. The quotation to chip the current tree waste would be accepted RW to order. It was agreed that JP would contact secretary for the site to pursue issue of society not currently operating constitutionally.
- f. Broom New – door lock issue – RW confirmed that society had completed temporary repair but could be a difficult full repair due to the nature of the temporary repair. RW to locate Broom New Building folder to gain information on colour and type of exterior cladding.

316/08/26

Any other business

- a) Officers meeting – 17th August 2026 – 1.00pm- teams.
- b) JT advised that 2 plots at Scrooby St needed re-measuring due to a garage not being part of plot. Garage user to be determined.

317/08/26

Agenda items for next meeting

- a) Society Forum – Tuesday 13th October 2026 – 6.30pm Unity Centre. Set agenda.

318/08/26

Date of next meeting

- a. Board meeting Monday 7th September – Clifton Park

Meeting was closed at 14:30, chair thanked all for attending.

Signed



Date

10.08.26