Rotherham Allotments Alliance
Board Meeting Minutes

Meeting Name:		Board Meeting - 118	
Minute Taker:		John Palmer	
Date:	12 October 2026	Time:	13:00
Location:	Clifton Garden House		

Attendees:

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

Apologies recived:

337/10/26 - Cllr Linda Marshall,

338/10/26 **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.

339/10/26 **Minutes from the previous meeting**

Board meeting minutes 117 were moved to a true record and duly signed.

340/10/26 **Health & Safety**

Health & Safety role currently vacant.

341/10/26 **Matters arising**

No matters arising.

342/10/26 **Admin report**

a. ASO vacancy – Chair advised that Kerry Pagowski would commence in the role of ASO on Monday 2nd November 2026. Directors would attend the induction on that date.
b. A special meeting of Officers would take place on Monday 19th October 2026 to consider the role of the ASA and update the 'task and duties' document.
c. MJ requested consideration of placing Society shop details on the website. Concern was raised with regard to the requirement for shop sales only being for society members. Further consideration to be given when full details obtained.
d. REMEDI – JP advised that the organisation was considering the implications of individual tenants requesting use of the service.
e. JT advised on the numbers of plots let and current plot tenancy rate was standing at 97%.

f. Meeting with Wah Hong Community group relating to improvements and developments on their plot at St Leonards – agreed that two directors would attend one of their regular meetings at the Unity Centre. JP to obtain details.
g. Psalters Lane was discussed following the recent removal of fly tipping. BS to contact RMBC to consider fencing to make site secure to prevent further problems. Awaiting cost estimates from RMBC to allow application for RMBC ward councillor funding.
h. VAR advert for Director's vacancies – details provided to VAR to place on their website.
i. Question relating to Colony and Quick books reconciliation of rental income. Further investigation required.
j. JT raised question regarding a plot application from a previous tenant who had payment issues at the time. Agreed could be added to waiting list flagged to indicate payment in advance if and when a plot became available.

343/10/26 Financial matters

a. Treasurer reported c/a balance of £46920 and d/a balance of £29425.
b. Water rate calculation for direct managed sites was considered, water used Nov to Oct previous year divided by cultivatable plots to arrive at a figure to be added to the annual rental for forthcoming year. (It was noted that this system has been in use for many years).
c. Site security work to be identified for consideration during current financial year.
d. Treasurer to produce expenditure details per site for future consideration, when time permits.
e. Promotions and sponsorship budget to be considered at next meeting.

344/10/26 Plot Rentals

a. It was agreed that the plot rentals for 2027 would rise as follows: -
    - Directly managed sites from 29.35 to 30.82 pence per square metre.
    - Society managed A sites from 29.03 to 30.48 pence per square metre.
    - Society managed B sites from 26.35 to 27.67 pence per square metre.
b. To meet the RAA's legal obligation the Board also agreed that rentals for all plots may increase up to 5% in 2028 as follows: -
    - Directly managed sites from 30.82 to 32.36 pence per square metre.
    - Society managed A sites from 30.48 to 32.00 pence per square metre.
    - Society managed B sites from 27.67 to 29.05 pence per square metre.
c. It was also agreed that annual rental letters should include reminders to tenants concerning the keeping of livestock (hens, rabbits (and bees with appropriate licence) only and the need to register hens with DEFRA. Also, the rules governing anti-social behaviour on the allotments and the RAA's zero tolerance in this respect, be made aware to all tenants.

345/10/26 **Maintenance**

a. Scrooby Street – major issues with anti-social behaviour by certain tenants. A site meeting to be held on 17th October, ward councillors and police to attend along with RAA directors; all tenants invited to attend. Question also raised concerning the on-site shop – current agreement to be located.
b. Rectory Fields – gate fence issues Rockcliffe Road entrance work to rectify now ordered.
c. Request to all societies to identify any fencing or security issues to be added to our works programme.

346/10/26 **Transfer and transitional arrangements RMBC to RAA (including SLA)**

Regular meeting with RMBC took place on 30th September 2026 the following issues were considered: -

i. HVR - YWA storm drain work
ii. Psalters Lane – cemetery use of unused area progressing and project to securely fence the remaining allotment area. Possible ward councillor funding available.
iii. Rectory Fields – water meter still under investigation.
iv. South Street – dangerous wall still under consideration.
v. Tree inspections – Rectory Fields, Broom New, Hartley Lane and general at all sites being organised.
vi. Lease – RAA solicitor being contacted to determine current position.
vii. Sandymount update.

b. The draft SLO provided by RMBC was considered and no issues were noted. JP to advise RMBC on the RAA acceptance.

347/10/26 **Policy Reviews**

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

a) Skip policy to be considered at the Society Forum in October.
b) Allotments Rules – addition of section maximum size for polytunnels.

348/10/26 **Shareholder Forum 15th September**

a) Consideration was given to the notes from the meeting; the following areas being considered.
b) Site security – feedback on combination locks – wear of numerals; some difficulty for partial sighted; keeping gates closed and locked.
c) Skip hire policy for DM sites, need for trusted persons to monitor loading.
d) Questions on water usage; charging arrangements; hosepipe use; YWA discounts.
e) Asbestos collection.
f) Risk assessments for allotment sites.

349/10/26 **Society Forum 13th October**.

a) Consideration was given to the agenda.

350/10/26 **Director Vacancies**

JP advised that VAR had been contacted and provided details to register RAA which would then enable director vacancies to be placed on the VARs website. This action was agreed.
It was agreed that the following Directors would stand for re-election the 2027 AGM – JT and MS – BS to formally advise them on the requirement to advise on their wish to stand for re-election.

351/10/26 **Asbestos**

It was agreed that RW would contact a specialist contractor/s to obtain quotations for consideration.
It was also raised that an old garage at Clough Bank may be of asbestos construction and requires demolition.

352/10/26 **Society update**

a. Avenue Road had provided a copy of their proposed constitution. A further meeting is scheduled to be held on the 28th October 2026 – BS/JP to attend
b. Clough Road – a meeting is scheduled to be held on the 31st October 2026 to seek support of plot holders to form a fully constituted society JT/MJ to attend.
c. Queen Street North – eviction issues and property clearance still ongoing.
d. High Street – holding first AGM on the 27th October 2026 BS to attend.
e. Broom New – RW to locate Broom New Building folder to gain information on colour and type of exterior cladding.
f. HV Rd issues in contacting society representation. Further investigation ongoing.

353/10/26 **Any other business**

a) Psalters Lane waiting list pursue to determine if still interested in plots.

354/10/26 **Agenda items for next meeting**

a) No items proposed at this time.

355/10/26 **Date of next meeting**

a. Board meeting Monday 9th November – Clifton Park

Meeting was closed at 15:45, chair thanked all for attending.

Signed _____ Date 9.11.26