

Manor Park and Hempstead Fields Residents' Association

Notes of the **Committee Meeting** at 27 Roman Way

Wednesday 11th April 2018 – 7.00pm

Present:

Paul Sparks (Chair)
Peter Griggs (Secretary)
Sally Major (Treasurer)
Jane Shepherd

Ric Mears
Dorothy Sparks
Jerry Miller

1. Apologies

Belinda Da Silva, Andy Clews, Julia Brown

2. Minutes of the last meeting on 31st January 2018 and matters arising

The minutes were agreed as a true record of the last meeting.

3. Treasurer's Report

Sally circulated her report and advised that the Association has a current bank balance of £1,364 of which £378 is earmarked for the Walk and Talk campaign and £350 for next year's Big Lunch (a grant from Awards for All). £640 has been received in subscriptions. £175 is due from advertising in the newsletter .

The Surgery Car Service is £51 in surplus

The 2017/18 accounts are being prepared ready for the annual audit.

ACTION: Peter to chase one advertiser that owes for two editions (£100).

4. Secretary's Report

Peter reported as follows:

- Membership – 134 memberships have been renewed. Every outstanding member household has received two reminders – email plus hand delivered letter.
- Social media activity – we now 483 following our Facebook page and 276 following our Twitter feed – both numbers slightly increased since the last meeting.
- Correspondence – the new General Data Protection Regulations (GDPR) will have an impact on our communications, both postal and electronic. It will be necessary to:
 - Obtain a clear affirmative consent to retain members personal information – name, address, phone number, email address, bank details
 - Agree a Data Protection Policy
 - Agree a Privacy Policy

Paul offered to forward templates for the two policy documents

A thank you letter has been received from an attendee (passenger) at the Tea at the Meads event

ACTIONS: Paul to provide Peter with the policy templates, Peter to respond to the requirements of the GDPR as set out above and bring the policies to the next meeting for the committee's approval.

5. Beat the Street Initiative

Paul outlined the main points of this initiative which aims to encourage people to exercise more by walking. A speaker from the initiative to be invited to attend the next meeting

ACTION: Paul to invite the speaker

6. Browns Lane handrail

Peter advised that we are still waiting for the landlord's agreement. Paul advised that the insurance company will accept responsibility.

7. Postal Deliveries

There was a short discussion about twittens etc and postal deliveries.

8. Surgery Car Service (SCS)

Sally reported that another one of the drivers has undertaken over 100 journeys.

The first quarter has been quiet with fewer journeys than this time last year. Having said that there is a need for additional drivers

ACTION: Sally, Paul and Peter to agree a presentation to the volunteer driver and discuss how we might attract additional volunteer drivers

9. Uckfield Community College - proposed development

It was noted that soil testing is underway in the school field adjoining Downsview Crescent. In response to a request for a meeting the Head Teacher responded that full consultation will occur once the planning application is submitted.

10. Good Neighbour Scheme (GNS) update

Peter advised that a survey is underway through the pages of the Spring Newsletter and online. Early responses suggest that we will have a number of volunteers. Tom Crellin has kindly offered to process the DBS requirements for the GNS.

ACTION: Ric to invite Kate from 'Steps' to attend the next meeting

ACTION: Ric and Peter to liaise re a particular resident's current needs.

11. Spring Newsletter

Dorothy reported that Paul had taken on this task this time and that all the copies had been distributed to our volunteers deliverers.

12. Events and Activities

- **Weed clearing in Downsview Crescent** - revised dates are now 29th April and 6th May – 9.30 am start at UCTC entrance.
- **Demfest** – has been cancelled
- **Big Lunch 2018 June 10th** - Peter ran through the events and activities that are in place. Peter Oliver Homes have offered to provide event notice boards. All the Committee agreed to have a sign placed in their gardens.

ACTION: Ric to chase ESFR re their attendance

- **AGM** – UCTC on 19th July at 7.30. A KSS Air Ambulance speaker has been booked.
- **Remembrance Sunday** – Peter in discussion with the Sussex Horse Rescue Trust

13. Any Other Business

- Following some information from Dorothy it was agreed that the Association will sponsor the planter outside Tesco Express and the Association's funds be used to purchase plants etc.

ACTIONS: Dorothy to advise Brighter Uckfield and Peter to prepare a 'plaque' to be fitted to the planter.

- Paul provided an update re the future of the Youth Centre building.

14. Date, Time and Venue of Next Meeting

Wednesday 31st May, 7.00pm at 27 Roman Way

DATES FOR YOUR DIARY

Sundays 29 th April and 6 th May	Footpath clearing Downsview Crescent
Wednesday 31 st May (7.00pm)	Next Committee Meeting
Sunday 10 th June	Big Lunch
Thursday 19 th July	AGM