

# Manor Park and Hempstead Fields Residents' Association

Notes of the **Committee Meeting** at 27 Roman Way  
30<sup>th</sup> November 2012

Present:

## 1 Introductions and apologies

Alan Duncan  
Dorothy Sparks  
Emma Luck  
June Parris  
Paul Sparks (Chair)

Peter Griggs (Secy)  
Ric Mears  
Sally Majors  
Wendy Tagg

There were no apologies, all members being present.

## 2 Draft Constitution

The Constitution was agreed subject to a number of amendments. The Secretary to circulate an amended version to the Committee (with changes highlighted) with the meeting notes.

**ACTION: Secretary**

## 3 Key issues

Following discussion the following matters were identified as the first 5 priorities that will be tackled by the Association:

Communications	Communications Sub group to be formed to explore promoting communications including erection of noticeboard(s), developing a newsletter (letter box drop by volunteers), exploiting social media – facebook (Emma) and twitter (Wendy). Also Logo competition – see below <b>ACTION: Dorothy (lead), Emma and Wendy</b>
Village Green proposal	Village Green Sub group to be formed to investigate and determine process to be followed. <b>ACTION: Dorothy, Wendy and Sally</b>
Road Safety and Repair	Police to be invited to next Committee meeting to discuss parking and road safety. <b>ACTION: Secretary</b> Report disrepair and pot holes in estate roads to ESCC. <b>ACTION: Chair</b>
Community self-help groups	Consider how to develop volunteer snow clearing groups etc <b>ACTION: Communications sub group</b>
Social events	Form Social Events sub group - possible May Day event on land within the estates. <b>ACTION: Emma, June, Sally</b>

#### **4 Subscription**

A subscription fee of **£5** per household, per annum was agreed. A combined application and direct debit form needs to be devised. The form to identify the name of the person representing the household; the occupancy (with age bands - optional); and email address.

Membership to commence 1<sup>st</sup> January 2013. Consider promoting at Farmers' Markets

**ACTION: Secretary and Communications sub-group**

#### **5 Logo competition**

Emma has started work on this and is contacting local businesses for donations for a prize. This project will be part of the Communications sub group's work. This will probably be aimed at Primary School age group. Need to give clear guidance and some ideas re iconic images e.g. water tower/Georgian house style was discussed. June to judge the entries?

**ACTION: Communications sub-group**

#### **6 Social media**

As mentioned in item 3 above

**ACTION: Communications sub-group**

#### **7 Treasurer's vacancy**

It was noted that this position was still to be filled although Peter's wife had said she would stand in on a temporary basis.

**NOTE: Sally has since kindly volunteered to act as Treasurer.**

#### **8 Any other business**

- June mentioned that the fencing in Barnet Way that borders the play area was being damaged by ball games etc. Owners felt Town Council should take responsibility as they had a duty of care. Can the Association help?

**ACTION: Secretary to contact Town Council for their views**

- Emma suggested that the Association provide information on the new waste collection arrangements soon to be introduced by Wealden

**ACTION: Communications sub-group**

- It was also suggested that links be established with the Woodland Trust

**ACTION: Secretary**

- The Committee members exchanged addresses in order to identify how well represented the estates are:
  - Emma, Senlac Green
  - Dorothy, Roman Way
  - Alan, Tower View
  - Ric, Pine Walk
  - Wendy, The Dene
  - Sally, Oak Tree Court
  - June, Knights Meadow
  - Peter, Woodlands Close

#### **9 Date and venue of next meeting**

In mid-January; the time and venue to be decided.