

ALEXANDRA RESIDENTS' ASSOCIATION
In the heart of Penge, SE20



Committee meeting
Thursday 21st January 2016

Present: Neil Coe (NC)
Helen Millar (HM)
Naomi Martin (NM)
Linda Power (LP)
Goli Whittaker (GW)

Apologies: Tim Walby (TW)

1. Welcome and introduction

Neil Coe, as Vice Chair, chaired the meeting. The members of the committee welcomed GW to her first meeting and introduced themselves. HM reported that, whilst she was standing down as Treasurer and was in the process of handing over to NM, she had been asked whether she would remain a member of the committee with no specific responsibility and had agreed.

2. Minutes of the last meeting

Copies of the minutes of the last meeting were circulated for agreement. Outstanding actions to be reported on at next meeting

- Contact with Cllr Colin Smith re planning (TW)
- Contact with non ARA member residents who had donated towards the street light to encourage them to join the Association – it was agreed that the email addresses provided through the Street Lights Campaign should be used to check whether non members of the Association would like to join but that if they were not interested the email addresses should be deleted from the Association database (HM)
- Contact with John Getgood re 150th Anniversary (TW)
- Confirmation that Shed Deeds had been passed to TW (TW)

The minutes were agreed.

3. Action arising not on agenda

There was no action arising not on the agenda.

4. Committee membership

NM was taking on the role of Treasurer with a handover from HM ongoing. LP had followed up and spoken to a couple of people about the vacant position of ARA Secretary with no success. It was still necessary to identify someone for this position.

NM raised the need for someone to manage the email account (Email Coordinator) and LP agreed to liaise with HM to tidy up the account. It was also agreed that:

- Folders would be created in the account for each Association Committee member into which the coordinator will transfer relevant emails for the particular member's action.

Action: HM

- All Committee members would be provided with the accounts address and password.

Action: HM

Other issues raised were:

- Attendance by residents not members of the committee at community forums etc and whether they could be asked to feed back.
- The need to undertake a further Residents Survey.

Action (for next agenda): TW

GW requested a session to understand her responsibilities as a Road Rep. HM agreed to do this.

It was agreed that the committee needed to develop plans to encourage new members to join the committee.

Action (for next agenda): TW

5. Finance including use of ARA funds

The Association held £2985.94 represented by £2429.50 general funds, £22.44 Alexandra Group and £534.00 Street light campaign. £13,574 had been forwarded to Bromley Council to pay for the heritage lights. The Panto 2016 had taken £482.61 making a profit of

£367.92 after expenses. Whether the donation made by Reeves (sited on the non-conservation side of Hardings Lane) was expected to be returned was noted to be still unknown.

Action: TW

GW asked whether an update on the Street Light campaign position had been circulated. LP confirmed that it had but did not include a confirmed date for the installation. She had spare copies and would deliver to GW.

Action: LP

Installation date needed to be confirmed and the Website updated.

Action: NC/TW

HM reported that, as part of the handover to NM, a mandate form would be required to be filled in which gave the committee the opportunity to review the signatories to the Association's bank account. It was agreed that there would be 4 people: NM, LP, HM and BF. All other signatories would be removed from the mandate.

Action: HM

The committee noted the report and requested that membership fees and the Association's Constitution be put on the next agenda.

Action: TW (for next agenda)

6. Neighbourhood Watch update

GW reported that she had introduced herself to the local officer at the police station. She had attended the Ward Panel meeting yesterday. Penge & Cator ward had the highest crime rates for the Borough but the Alexandra cottages, whilst in this ward, has a low crime rate. Crime in the Alexandra cottages area appear to be linked to building work and advice is around ensuring vans are locked, etc. Squatters had tried to get into the Alexandra Pub and this could be one of the reasons for the delay in the refurbishment. February was still the date being suggested for the refurbishment to be completed. GW would distribute useful leaflets provided at the meeting.

7. Street lighting update

Deferred to next meeting.

Action (for next agenda): TW

8. Shed maintenance & Deeds

LP agreed to contact BF about the work required on the shed roof.

Action: LP

NC reported that he was still to approach a potential company to carry out required works.

Action: NC

HM reported that Barclays Bank would hold the Deeds at a cost of £3.00 a month per wallet and an access charge of £10.00 per request. It was suggested that we approach a solicitor to see what they would charge. LP agreed to pursue this through a resident who worked for a solicitor. Decision was deferred to next meeting.

Action: LP

Action (for next agenda): TW

9. Telecoms mast

LP reported that she had received a letter Holy Trinity church on the consultation. It did not say at what stage they were in the consultation. It was agreed that this should feature in the next newsletter. *[Subsequent to the meeting it was confirmed that the consultation had ended in November 15.]*

10. 150th anniversary

GW reported that there were plans being developed by the Panto group to produce a murder mystery production for the Anniversary, to be held late May/early June. The committee agreed that this should be supported. It was agreed to pursue the possibility of a Big Lunch event. The date of the next Big Lunch was 12th June 2016 which would tie in well with the Panto group's idea. It was suggested that this could also be an opportunity to do something to mark the installation of the heritage lights. Children's activities still needed to be thought about.

The need to establish a working group for the development of plans for the anniversary was suggested and agreed. It was also suggested that resident musicians and dancers be asked to be involved in some way. It was agreed a call for people wanting to be involved should feature in the next newsletter.

11. Snow friend volunteers

Deferred to next meeting.

Action (for next agenda): TW

12. A.O.B

a) Newsletter – it was noted that there was a need for an individual to be identified as Newsletter Editor. The committee suggested that TW be asked whether he would take this on in the interim.

Action: HM

It was agreed that the newsletter should be produced quarterly and that the next one should come out in February. Items to include:

- Call for people to join a 150th anniversary working group.

Action: GW and LP

- Update on Street Lighting

Action: TW

- Telecoms mast, Holy Trinity

b) Streetfriends – LP reported that she had received brooms, secateurs and disposal bags from Streetfriends. She also reported that the association provided a rubbish pick up service.

c) Date of next AGM – It was suggested that we move this to September to give more time for the accounts to be completed. To be confirmed at next meeting that this is possible under the constitution and date then agreed.

Action: HM

Action (for next agenda): TW

13. Frequency & dates of meetings

- Thursday 17 March, 7.30pm
- Thursday 19 May, 7.30pm
- Thursday 21 July, 7.30pm
- Thursday 15 September, 7.30pm
- Thursday 17 November, 7.30pm