

# FERNWOOD RESIDENTS' ASSOCIATION

## Minutes of FRA Committee Meeting held on 01 August in the Village Hall

### Present:

David Mack	Chairman
Geoff Bowers	Vice-Chairman
Barry Smith	Treasurer
Annette Chester	
Adam Collis	
Heather Cullen	
Dee Harrison	
Cheryle Mack	
Ian McGregor	
Emma Oldham	
Henry Paakow	
Neill Mison	N&SDC
Nigel Branston	Secretary

### **ACTION**

- Welcome: The Chairman opened the meeting and welcomed everyone. He stressed that this would be the last meeting before the Fete, and reported that the latest issue of Fanfare has been completed and distributed. Others advised that there were a few roads where delivery had not yet been effected, and Dave agreed to chase that. [After-meeting note: on return from the meeting, the Sec found that his copy had been delivered that evening.]

Dave
- Apologies: Apologies had been received from Michelle Halfpenny, Amanda Mitchell and Mandy Rayner Knowlton.
- Minutes of Last Meeting: The Chairman welcomed everyone and asked for comments on the Minutes of the last Committee Meeting. There were none, so the Minutes were accepted as a true record.

Secretary
- Treasurer's Report: The Treasurer gave an update on the financial status. There was little change other than receipts and expenditure for the fete.
- Secretary's Report: The Sec raised the following issues:

  - He has dealt with one query from a resident, which came through the website, on a parking problem (passed to the Parish Council (PC)).
  - He explained that once he gets the Chairman's approval for the draft Minutes, the final version is circulated by e-mail, and a copy is then displayed on the FRA Notice Board near the Village Hall.
  - He reminded everyone that we need to rearrange the AGM. Discussion suggested that a date in early Oct might be

All

appropriate (maybe 10th); it was agreed that this would be finalised at the Fete Wash-up Meeting (see later).

d. The Sec proposed a review and revision of the Constitution – some minor points need to be adjusted/corrected. He volunteered to do the review, and provide a version to the Committee for comment. It must be finalised in time for the proposed changes to be issued to residents for their review before the AGM, then it can be voted at the AGM. This was agreed.

Sec

6 JMP Update: No action had been taken since the last FRA meeting, so there was nil to report

7 FFS Update: Emma advised the meeting that everything was generally going well, with even a group of under-3s now. However, there is a problem with the location, as a small number of residents are very unhappy about the siting of the FFS. A recent N&SDC inspector seemed very happy with the site, risk assessment and other forms. However, consideration will be given to re-siting the FFS, with Emma providing advice and helping N&SDC and other officials (e.g. Police, Fire etc.) to map out possible alternatives. Cheryle commended Emma's efforts in all the FFS achievements so far, stressing that Emma had been completely professional in dealing with the complainants; unanimously endorsed. Emma provided a poster for the Sec to display on the FRA Notice Board.

Emma

Sec

8 Larkfleet Homes: The Chairman raised the topic of the proposed new-build by Larkfleet, and asked what involvement people believed the FRA should have, noting that the PC would have a strong input to the planning process. Barry clarified that the circulated letter represents only the company's proposal, which has not yet been through the district planning committee. The PC would submit strong objections on certain aspects, notably infrastructure and the proposed use of a management company. The Chairman noted that the FRA should not take up a position on the proposals, nor advise individuals on what to say. However, all residents should be encouraged to comment on the proposals when appropriate.

All

9 Summer Fete

a. Barry advised the meeting that 3 banners have been created (funded by the PC), for display on Dale Way, Goldstraw Lane, and near the Village Hall. Twenty sets of medals (bronze, silver and gold) have also been provided by the PC. Barry advised that the PC would also fund the ice pops, which would be purchased the day before the fete. As FRA Treasurer, Barry would obtain 10 floats of approx. £32 each (in miscellaneous denominations of coins and notes) for use by the various stalls.

Barry

b. Emma updated everyone on various issues:

- i. She ran through the list of activities and stall-holders, and various issues were discussed and resolved.
- ii. Medical cover has been arranged and a gazebo will be provided. Emma
- iii. It was agreed that the welly-throwing would take place in the tennis court – subject to a prior range-test. Price would be 50p/throw or 3 for £1 Emma
- iv. Dave’s coconut shy would be quite difficult for people, because the coconuts were rather small. Therefore he intends charging only 20p/throw or 5 for 50p.
- v. Geoff stressed that the agreed vehicle access to the playing field was through Dale Way and Cameron Close; all activity and stall staff were to be advised of this in advance. Emma
- vi. Geoff had been advised that the pétanque players would be present and active on the day.
- vii. The charge for Dee’s treasure hunt would be 50p.
- viii. Neill suggested that his wife, Susan, might agree to run the raffle; Cheryle agreed to assist. Neill, Cheryle
- ix. The Irish dancers will need a solid surface under their mats. The basketball court or tennis court would seem appropriate; Geoff agreed to take appropriate photos and forward them to Ian to assist in decision-making. Geoff, Ian
- x. Cheryle advised that the officials’ T-shirts have been received
- xi. It emerged that Martin has not yet been asked to run the bar. Barry agreed to contact him. Barry
- xii. Emma advised that she was holding discussions with Lancaster Grange (Charlotte, their activities coordinator) on how to split roles and receipts in the cakes and drinks area. It was agreed that LG would provide and sell cakes, teas and coffees, with the FRA responsible for soft drinks and crisps. Profits to be shared 50/50. Emma agreed to liaise with Charlotte and confirm. Emma
- c. Dave advised he had not yet received the documentation promised by the bouncy castle company; he will chase them for it. Dave
- d. The need for a risk assessment for FirstPort was discussed. It was agreed that Dave would re-send the form to Neill for completion and submission. Emma agreed to double-check the receipt of RAs from stall-holders and activities organisers, and to re-send the forms where necessary. Dave  
Neill  
Emma
- e. The need for a H&S representative on the day (not tied to other responsibilities) was discussed. It was agreed that Dave would fulfil this role, supported by Cheryle when available. Dave  
Cheryle

7 Next Meeting Next meeting would be a Post-Fete Wash-up, at 1930 on 15 Aug, in the Village Hall. Sec to confirm availability.

Sec,  
All

*Nigel Branston*

NIGEL BRANSTON

Secretary

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