

Fernwood Residents' Association (FRA)

Minutes of the FRA Committee Extraordinary meeting

held at 7.00 pm on Tuesday 23 February 2016

Tawny Owl, Fernwood

Present:

Meeting Chairman - David Heath (DH)

Secretary - Sue Taylor (ST)

Treasurer -

Janet Tindall (JT)

Barry Smith (BS)

Ken Forbes (KF)

Cheryle Mack (CM)

Parish Council Representative: Jim Weale (JW)

1 WELCOME

DH agreed to run the meeting agenda. He welcomed everyone for attending this extraordinary meeting.

Following the last Committee meeting the Secretary has received 3 resignations from committee members; Reg Robinson, Jeff Hobson and Sue Hobson. Reg maintained the original FRA website, Jeff Hobson was the Treasurer and also published the Fernwood Fanfare together with Sue Hobson and all three were members of the Conservation group constituted and funded through FRA. The secretary (ST) has replied thanking them for their work whilst on the committee. This meeting has been convened to elect a new treasurer and discuss the future of the old website, the Fanfare and Conservation group.

2 APOLOGIES

David Mack (DM)

3. MINUTES OF THE PREVIOUS MEETING – 2nd February 2016

DH asked if he may run the meeting as a normal meeting and approve the previous minutes. The Minutes were accepted as an accurate record.

4. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING – 2nd February 2016

None

5. ELECTION OF TREASURER

BS agreed to take on the role of Treasurer for FRA. **The Committee formally elected BS as Treasurer.** BS will liaise with Jeff to obtain the records and banking documents. ST and BS will arrange the change of signatories with the bank.

6. THE OLD WEBSITE

The website and domain names fernwoodra.com and fernwood.co.uk are hosted by Bareflame and the account with them expires in the middle of August. The new website and Face Book site have been up and running for a while now and the ease of Committee members being able to make amendments is working well.

The Committee agreed to let the account with Bareflame expire and not renew.

DH & BS will discuss how to use email from FRA and advise committee members at a later date.

7. THE FANFARE

March will be the last issue of the Fanfare being published and edited by Jeff & Sue Hobson. The Committee felt that the publication was important to Fernwood and therefore should continue. CM volunteered to take over the publishing and will liaise with Jeff for the handover of the software, contact list and distribution list. The distribution volunteers will also need to be updated and it was suggested to ask at the Residents' meeting next week for volunteers.

8. CONSERVATION GROUP

The Conservation group are currently a sub-set of the FRA and funding is itemised separately within the FRA bank account. Discussion followed about the remit the group had taken on looking at the maintenance as well as the Conservation of a wider area other than Fernwood Central and also that the Fernwood Maintenance Strategy Group reported to the Parish Council. It was therefore considered that this group would be better placed within the control of the Parish Council. DH offered to write to the Parish Council and following acceptance, all outstanding funds would be transferred.

The Committee unanimously agreed.

ACTION

ST - upload to website

BS & ST to action

ST to notify Reg

DH/BS to action

CM to liaise with Jeff.

ST to add to agenda

DH to action

9. DAVID WILSON HOMES BURSARY FUND - APPLICATIONS

To ensure the Residents of Fernwood are represented concerning privacy/security and service charge implications when project applications for funding are received, ST proposed to have an 'approval guidance' document in place for the FRA Committee to refer to. *See attached.*

Discussion took place and the document was seconded by DH and unanimously approved by the rest of the Committee.

The Committee unanimously agreed this reference document

10. REPORT FROM THE PARISH COUNCIL (FPC)

None.

11. UPDATE FROM FERNWOOD MAINTENANCE STRATEGY GROUP (FMSG)

DH/ST/KF reported on the meeting held with First Port on 22nd Feb 2016. During the meeting First Port confirmed their structure for approval of maintenance; John Jeys up to £200, Craig Bromley up to £7,500, Chris Attwater up to £25,000 and anything above by Jonathon Astle and any request for change of land use must be approved by the land owner.

Freeholder contracts are for maintenance and repair, plus costs to generally manage the open spaces. The FRA Committee felt that any 'projects' by any group presented to First Port would not fit in with the legal maintenance contracts and therefore resident consultation must take place prior to any works commencing. The FRA 'guidance' document would be useful here to ensure that residents were fully aware of any impact upon their privacy, security and if the service charge payment would be impacted in anyway. DH volunteered to write to Craig Bromley requesting a 'projects' reporting structure/method is put into practice for any requests direct to First Port.

The Committee unanimously agreed.

*DH to write to
First Port*

12. COMMUNITY EVENT

The event will take place on Friday 11th March evening and Saturday 12th March afternoon. The Friday night event is mainly for the younger elements of Fernwood to establish how Fernwood could develop for them.

The Saturday afternoon event is for all residents to come and see what is available in Fernwood now and give ideas to the future of Fernwood. FRA will have a table, manned by ST and KF and any other committee members available. Setup will be from 12.30pm and the event should finish at 5pm. FRA funds could be raised during the event.

13. PUBLIC MEETING - 1st March at Fernwood School 7.30pm

Speakers arranged and meeting advertised. Committee members have been asked to arrive between 7pm & 7.15pm to ensure room set-up and resident access.

14. ANY OTHER BUISNESS

Two residents have expressed a wish to join the Committee but unfortunately were unable to attend tonight. Formal acceptance of these residents and any other will take place at the Public meeting on 1st March 2016

DH will write to Jim Gould to see if he still wished to return to the FRA Committee.

KF was concerned that a lot of email discussions occurred in between committee meetings and didn't feel that this was very professional. ST agreed that 'email meetings' are not suitable. Discussions ensued as to when it may be appropriate and KF's comments have been noted and the situation will be monitored.

*ST to add to
meeting
agenda*

DH to action

15. DATES OF FUTURE MEETINGS 2015/16

2016 Committee meetings 7pm start:

5th Apr, 3rd May

Secretary's Note: Future Committee dates & room bookings to be made.

2016 Public meetings 7.30pm start:

1st March.

June (AGM) - Date change to 21st June if room available. *(To be advised.)*

*ST to action
and amend the
FRA website*

CLOSE –The meeting closed at 9.00pm.

FERNWOOD RESIDENTS' ASSOCIATION FUNDING APPLICATION APPROVAL GUIDANCE NOTES

Committee considerations to use when discussing applications for funding:

1. Does the project meet the 'Fernwood Community' criteria?

2. Are permissions required and if so have they been obtained?
 - Land ownership
 - Planning
 - Maintenance Management
 - Health & Safety

3. Will any part of the project affect residents' property directly/indirectly and have they been consulted and approval given?

4. Does any part of the project affect the maintenance service charge and if so have the residents been fully consulted and agreed?

5. Is the request for full funding of the project or a request for part funding with other monies coming from other sources?