

# Fernwood Residents' Association (FRA)

Minutes of the FRA Committee meeting  
held at 7.00 pm on Tuesday 3 November 2015  
Fernwood, Tawny Owl Public House

## Present:

Treasurer - Jeff Hobson (JH)

Incoming Secretary - Sue Taylor (ST)

Janet Tindall (JT)

Sue Hobson (SH)

Barry Smith (BS)

Ken Forbes (KF)

Cheryle Mack (CM)

David Mack (DM)

Parish Council Chairman: Jim Weale (JW)

Invitees: Mollie Weale (MW)

	<u>ACTION</u>
<p><b>1 WELCOME</b> Due to the lack of a Chairman, ST as incoming secretary, ran the agenda. All attendees were welcomed.</p> <p>The committee unanimously agreed the appointment of new residents, Cheryle and David Mack to the committee.</p>	<p>ST to update CM with Fernwood info</p>
<p><b>2 APOLOGIES</b> David Heath, Reg Robinson</p>	
<p><b>3. MINUTES OF THE PREVIOUS MEETING – 6<sup>th</sup> October 2015</b> The Minutes were accepted as an accurate record.</p>	<p>ST to upload to website</p>
<p><b>4. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING – 8<sup>th</sup> September 2015</b> <i>The Meadow:</i> Chris Penn from Barratt David Wilson Homes has emailed to say the charge by the farmer to flail this year was £200 which covered his plant, fuel and labour. Payment was made by First Port and will form part of the annual service charge to residents. The farmer flailing the meadow free of charge is no longer viable and so First Port will review and determine a more cost effective way forward. The committee felt the farmer's charge to be reasonable, more so than that quoted previously by First Port of anything between £660 - £7,000!</p> <p>KF had received an email from a resident who was very concerned at the fanfare article from the Parish Council which quoted the '<i>potential</i>' cost from First Port. Unfortunately he had miss read the article as '<i>actual</i>' cost incurred. KF volunteered to reply to the resident.</p>	<p>KF to reply to resident</p>
<p><b>5. TREASURER'S REPORT</b> <i>FRA Account:</i> One payment of £56 this month from the money allocated to the Conservation Society. It was used for the creation of bird identification signs for the bird hide. The £1,000 receipt is still awaited which will be allocated for Fernwood Neighbourhood Watch expenses. Please see attached report showing a balance of £876.92 plus £26.83 cash in hand. <i>FRA DWH Project Development Fund:</i> No activity. Please see attached report with balance £4,469.80</p>	
<p><b>6. VACANCIES OF CHAIR, VICE-CHAIR AND SECRETARY</b> <i>Secretary:</i> ST volunteered to take on the role of secretary. All committee members present approved this appointment.</p> <p><i>Chair &amp; Vice-Chair:</i> Parish Council have advised that whilst the association has no chairman, the chairman of the Parish Council must sit in as '<i>Acting chairman for the association</i>' until a volunteer comes forward. JW agreed he would help in this role in order to keep the association going.</p> <p>Discussion ensued about the need of the association and whether reduced commitment would be possible which in turn would mean a volunteer would come forward at a later date. It was highlighted that the Public Meetings held 3 or 4 times a year were important to the residents.</p> <p>The committee members present agreed to continue this interim stage for the time being.</p>	<p>RR to amend website/email address</p>

**7. SIGNATURE ARRANGEMENTS FOR FRA BANK ACCOUNTS**

JH was uncertain of the procedure. ST will go to HSBC Newark to find out and obtain the necessary forms.

ST to contact bank and arrange a signatory change

**8. PROPOSED CHANGES TO SERVICE LEVEL AGREEMENT (SLA) BY FIRST PORT (FP)**

The committee was disappointed in the document provided by First Port. The document was not an SLA but a check list of things to do on a frequency basis and whilst the conservation society may be willing to check the check list, there is nothing included relating to costs for the work to be done or penalties if targets aren't met. The list assumes equal importance to each item listed rather than giving a weighting to the task based on location and their importance as set by stakeholders (residents). The document didn't appear to take into account conditions laid down in the planning agreement for Fernwood and the document assumed all areas of Fernwood were as one and not separated into the different schedules paid by residents; Schedule 1 (public spaces), Schedule 2 (car parks), Schedule 3 (maisonettes) and Schedule 4 (apartments).

FPC to write to FP

Cllr JW volunteered to write to FP on behalf of the Parish Council explaining why this document is not acceptable.

**9. FERNWOOD MAINTENANCE STRATEGY GROUP (FMSG) UPDATE**

Nick Mullen, deputy general counsel to Barratts gave a scant response to FMSG's letter of complaint which included the statement that they would have been in breach of planning regulations if they hadn't put the management company in place. FMSG responded (16th Oct), requesting a copy of the management & maintenance scheme proposal and subsequent approval document by Newark & Sherwood District Council (NSDC) as required within the conditions of planning. No reply to date.

Craig Bromley from First Port contacted DH on 15th Oct and told him the financial review was more or less complete and they would be organising a presentation on 26th November at 7pm to discuss the findings plus justification of the additional fees. First Port would write to everyone to let them know. No notice received yet.

FMSG investigations have revealed that at least one parcel of public land was sold to Peverel (previous name of First Port) in June 2006 when they also sold the freehold to some apartment buildings in and around the Youngs, Rubys & Goldstraw area. This information is contrary to everything FMSG have been told before, therefore FMSG have written (19th Oct) to John Dillon of Barratts to formally ask which pieces of land they own and will be handing over to NSDC. No reply yet.

FMSG have reminded the Conservation group who have assumed the role of monitoring the maintenance, that FP should only be carrying out maintenance and repair as per residents contracts and any additional items of hedges, trees etc. must be funded outside of the service charge with consideration of how the long term maintenance for these items would be funded.

**10. REPORT FROM THE PARISH COUNCIL**

*New Build* - planning has been postponed again for the 950 north build and Persimmon Homes have not applied yet for the South build.

*Speed Signs* - Notts.C.C. highways department have removed the '20 is plenty signs' and replaced with '30 for a reason' signs.

*David Wilson Homes marketing signs* - Matt Duckworth from highways has written to the developer and told them the signs must now be removed.

*Parking* - with the devolution of responsibilities from Newark & Sherwood District Council to Fernwood Parish Council, parking issues at Fernwood is being discussed.

**11. FRA TAKING RESONSIBILITY FOR BURSARY FUND APPLICATIONS**

Due to the difficulty in getting the 'DWH Project Fund' committee together, it has been suggested that the main FRA Committee take on this responsibility as elected members by residents. The bank signatories are the same as the main FRA Committee although a separate account.

ST to write to Mothers & Toddlers

All committee members present agreed to take on this responsibility and DH & RR pledged their support by email.

*Consideration of applications:* The Baby and Toddler group wish to purchase £522 of equipment. The group has provided a list of the equipment along with their application.

The application for funding was approved by all committee members present and DH & RR pledged their support by email.

The Baby & Toddler group would be asked to provide an article and photos for the fanfare and also provide invoices/copy invoices for all the equipment bought and any under-spend to be returned to FRA.

**12. FANFARE DISTRIBUTION**

KF agreed to distribute to the Gilbert, Rosefield, Marron Close & Marron Court area. All other streets have now been covered.

The committee thanked JH & SH for the great looking fanfare with autumn's colours. The next issue is due in January.

**13. CORRESPONDENCE**

See item 4 for the only correspondence.

**14. DATES OF FUTURE MEETINGS 2015/16**

It was agreed not to hold a committee meeting in December or the beginning of January UNLESS one is required following the expected First Port meeting in November or any other issue which needs discussion.

*Secretary's Additional Note*

The new small hall/meeting room at the Village Hall has been provisionally booked for meetings as detailed below. The room can accommodate 50+ but if necessary the main hall could probably be used with a start time of 8pm.

**2016 Committee meetings 7pm start:**

5<sup>th</sup> Jan, 2<sup>nd</sup> Feb, 5<sup>th</sup> Apr, 3<sup>rd</sup> May

**2016 Public meetings 7.30pm start:**

1<sup>st</sup> March, 7<sup>th</sup> June (AGM)

If the large hall is required for these meetings, then the start time must be delayed to 8pm.

*Agenda Suggestions:*

**CLOSE** – Sue thanked everybody for their contributions. The meeting closed at 9.00pm.

ST amend the FRA website

**FERNWOOD RESIDENTS ASSOCIATION (FRA)**

1ST APRIL 2015 TO

3<sup>rd</sup> Nov 2015

**TREASURERS REPORT**

**Opening Bank Balance**

1361.12

**Receipts**

No activity

**Payments**

cheque no

06/10/15 Bird Hide construction

100097

356.2

06/10/15 Bareflame website rental

100098

72

27/10/15 Bird hide signs

100099

56

**Net Receipts/Payments**

484.2

**Closing Balance**

876.92

**Cash in Hand**

26.83

**Income due not received**

neighbourhood watch

1000

**Payments due not paid**

nil

Signed .....



Date.....

3<sup>rd</sup> Nov2015

Jeff Hobson

(Treasurer)

**FERNWOOD RESIDENTS ASSOCIATION (FRA)**  
**DWH Project Development Fund**  
**TREASURERS REPORT**

1ST APRIL 2015 TO

3<sup>rd</sup> Nov 2015

**Opening Bank Balance** 4469.8

**Receipts**

No activity

**Payments**

No activity

**Net Receipts/Payments**

**Closing Balance**

4469.8

**Income due not received**

nil

**Payments due not paid**

nil

Signed .....



Date.....

3<sup>rd</sup> Nov 2015

Jeff Hobson  
(Treasurer)