

## MINUTES OF THE RIVERSIDE AVENUE RESIDENTS ASSOCIATION COMMITTEE MEETING

Wednesday 27 July 2016

**Present:** Dave Hughes, Phil Summerlin, Linda Payne, Darren Payne, Doug Ball, Kay Mingay  
Elka Bhatt, Alison Carey, Pete Dore, Linda Payne

**Apologies:** No apologies

**Agenda:** Update on previous minutes (minutes approved)  
Financials (Linda Payne)  
Resignations/Appointments  
AGM  
Road Repairs  
A.O.B

### **Update on previous minutes:**

Alison apologised for not having the last minutes prepared. She will endeavour to prepare them for approval.

### **Financials:**

Statements had now been issued and sent to all residents.

Linda informed various funds had been received and the statements had been a big success.

Balance on Cashflow sheet	£12,825.81
Balance at Bank:	£12,825.81

Figures correct as at 27 July 2016.

Linda presented a list of outstanding debtors.

It was noted that the outstanding amount is shown as £7,980 however not all of this will be collected due to some residents moving out of the properties. Alison & Linda to do a reconciliation.

At the last meeting it was agreed to draw up a letter to the bank to amend the statement address to the Treasurers address. Both Linda Payne and Dave Hughes to remain as signatories.

Website costs: Phil informed the committee that the hosting costs of the RARA website needed to be renewed. We were currently 2 years behind. Phil had paid £55.75 per year (2015 and 2016). It was agreed that Phil should be reimbursed for these costs. Linda to be provided with a receipt for the accounts.

With regards to outstanding subscriptions, it was agreed that we cannot take non-payers to court for non-payment of subscriptions. Instead, once the work has been completed, we can issue them with an invoice for their proportion of the costs and if they refuse to pay the invoice within the payment terms, we can take them to court and apply additional costs such as interest and small claims costs if required. Linda will obtain a copy of their covenant before proceeding to court.

Dave mentioned that Kate at The Birches was a solicitor and has offered to attend a meeting if we wanted to invite her along.

**Action:**            **Alison/Linda to prepare letter to bank.**  
                         **Linda to reimburse Phil for website hosting costs**

#### **Resignations and appointments:**

There were no resignations.

Pete Dore (Pen-y-dre) and Mark Carey (Hanell House) to be appointed on the committee at the next AGM

**Action:**            **Pete and Mark (to be voted onto the committee at the forthcoming AGM)**

#### **AGM:**

The AGM date has been set for Thursday 15 September 2016 to be held at The Rowing Club. Phil to send an agenda. Phil to book The Rowing Club. Phil to inform residents.

**Action:**            **Phil – To book The Rowing Club, set an agenda and inform residents**

#### **Road Repairs:**

At the last meeting it was agreed that a copy of the letter regarding pot holes (supplied by Darren Payne) would be sent on headed paper to Essex County Council.

Essex County Council, Transport/Roads, County Hall, Market Road, Chelmsford, CM1 1QH

With regards to the road repairs, it was agreed that at the forthcoming AGM, the residents would be informed that Nicholls & Sons would be appointed to carry out the road repairs. It was agreed by the committee that the repairs would be done in sections, starting with the entrance of Riverside Avenue leading down to The Laurels (approx. 35 meters of road), cost in the region of £14,500. Discussion took place on as to how we deal with traffic when road repairs take place. It was agreed that once approval had been given through an AGM, it was agreed to speak with residents and inform Keysers Estate owners that some Riverside avenue residents will need to park in the road whilst the repairs were taking place.

There were a number of questions posed to the contractors. What temporary road covering would we need? What drying time would be required? Pete Dore to speak with Nicholls & Sons.

**Action:**            **Darren to provide letter,**  
                         **Alison or Phil to send letter to Council.**  
                         **Pete to speak with Nicholls & Sons**

**A.O.B**

**Planning Applications/development:**

The committee were informed that Dave Dunsley of Beechcroft will start redevelopment from January 2017. The committee were informed that development of The Chimes was still awaiting application.

**Tree on the River:**

After some discussion, it was agreed that the tree over hanging the river between Salcome and Lilybank could not be considered as the responsibility of RARA. It was felt that the Canal authorities would take care of it in due course.

**Date of next meeting:**

Wednesday 31 August 2016 – Elka’s house at 7.30pm

Minutes approved by:

Signature:

Date: