



Minutes of the meeting held on 17 July 2023

		Action
1	Apologies: None received	
2	Present: David Halldearn (DH) Chair, Alison Carey (AC) Kay Mingay (KM) , Treasurer, Elaine Thatcher (ET), Mark Carey (MC) Vice Chair, Penny Dixie (PD) Secretary, Zoe Grist (ZG), Rob De La Mare (RDLM).	
3	Minutes of previous meeting on 19 May 23 were agreed.	
4	Corrections and matters arising from previous minutes (not on the agenda) There were no corrections.	
5	Annual General Meeting report and follow up actions <ol style="list-style-type: none"> 1. Salt stocks MC to distribute to Dunsley, 143 ONR, Westfleet and Glenside. 2. Winter preparation to go onto the October RARA Committee meeting agenda. 3. AC to meet Linda Payne to review financial reports 22/23. 4. Constitution/minutes on website/RARA records. Website unstable and being rebuilt. On hold. 5. Riverside Community Garden request for a green wheelie bin. Trustland Group to take this forward not RARA. 6. Letter to Council re double yellow lines All to send photos of illegal parking to DH to add to request to the Council for double yellow lines. 	<p align="center">MC</p> <p align="center">PD</p> <p align="center">AC/LP</p> <p align="center">MC/PD</p> <p align="center">ALL/DH</p>
6	Road surface wear (at Pen-Y-Dre). Concerns over several areas at the lower end of the road. Committee agreed to walk the road starting at Sunnylea (6pm) on Monday 24th July '23 referring to the previous condition survey and updating this with new photographs.	PD/DH
7	RARA Buyers Pack briefing notes. ET and ZG have drafted a Sellers/Buyers pack that can be used to answer solicitors enquiries directed at RARA. Committee thanked them for their detailed work. Final text to be approved at the next meeting and subsequently updated as and when required. On receipt of requests from Estate Agents or solicitors, the Treasurer will request £100 for the information pack which will go into the Riverside Avenue Community Repairs Fund.	ET/ZG/ AC

8	<p>Website update</p> <p>More work is needed to develop a new website. The idea is to make it easier to use and compliant with GDPR regulations. PD/MC to come up with simple design structure. Existing website unstable and unusable. Documents uploaded have disappeared again.</p>	PD/MC/ AC
9	<p>General finance update</p> <p>The treasurers report was not circulated with the previous minutes. AC reported that there is currently £10,760.48 in the Lloyds bank account. The treasurer's change of address to Sunnylea, Riverside Avenue is being registered with the Bank. Lloyds are offering 4% interest for an instant access savings account. It was agreed that AC should set up and transfer £9k into a savings account.</p> <p>The meeting for AC to meet with LP to check the accounts for April 22-23 to be rearranged. This being complete, AC will send financial statements to all Riverside Avenue residents asking for their contributions to the road management scheme.</p> <p>The approved letter explaining RARA's scheme and funding to be sent out to accompany the annual statement.</p> <p>AC has received a letter from Steve Foreman/Salcombe asking questions about the previous road repairs. His original letter was never delivered. AC to reply ASAP</p>	AC/LP
10	<p>Insurance</p> <p>There were further robust discussions about obtaining 'management liability/directors & officers insurance'. It was agreed by the majority present that since any risk comes directly from the voluntary activities undertaken by committee members whilst acting on behalf of residents, the cost should be met from the Riverside Avenue Community Repair Fund but that this must be announced at the next AGM before insurance is confirmed or purchased. It was agreed to bring the AGM forward to November '23.</p> <p>The cost of insurance represents less than £4per household per annum . This would not be an extra charge to households but would be top-sliced from the Repairs Fund.</p>	DH
11	<p>Summer Street Party Saturday 24th June '23</p> <p>Committee approved a letter to all residents to say a big 'thank you' for attending and supporting the summer street party. £569 has been donated to Isabel's Hospice. Residents will be asked to note that the RARA road management scheme fund is not impacted (£0) by this activity. There is no (zero) cost to residents. The aim continues to be to build community and friendship.</p> <p>Committee noted the incredible efforts put into making the event successful and asked that individuals are named and thanked in the letter</p>	AC
12	<p>Any other business</p> <p>A road sign has fallen down. MC volunteered to be fix this</p>	MC

13	Dates of future meetings Road Condition Survey - Monday 24th November 2023 (Team meeting - Friday 1st September 2023) Committee - Thursday 5th October 2023 AGM - Thursday 16th November Christmas bash - Friday 22nd December 23	ALL
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