



**Annual General Meeting
held on
Thursday 16th November 2023**

DRAFT MINUTES

		Action
1	Apologies - 5 households 4 Riverside Avenue, Glencroft, Karibu, Westfleet, The Birches,	
2	Committee: David Halldearn (DH) Chair, Alison Carey (AC) Treasurer, Kay Mingay (KM) , Mark Carey (MC) Vice Chair, Penny Dixie (PD) Secretary, Rob De La Mare (RDLM), Kate Osborne (KO), Zoe Grist (ZG), Damian Fagan (DF), Elaine Thatcher (ET). Present - 21 households - 34 residents Broadwaters, Woodacre, Achray, Sheltry, Carne, Ashford House, Hanell House, Rosehill, Fairwater, Leewater, Copleys, Linden Lea, Broadhaven, Greenways, Glenside, Lulworth, Trelawny, 6 Riverside Avenue, Hollowbank, Hoplands, Sunnylea,	
3	Agree minutes of previous AGM Previous minutes of meeting on 23/02/223 were agreed	

4	<p>Corrections and matters arising from previous minutes</p> <p>1. At the previous AGM (Feb 23), residents expressed concerns about illegal parking ‘opposite or within 10 metres of the junction’ of Riverside Avenue with Old Nazeing Road in contravention of Rule 243 Highway Code. The Chair (DH) reported that as a result, he had written to North East Essex Parking Partnership (NEEPP) on behalf of residents, obtained written support from local councillors for yellow lines and had submitted an application to NEEP. NEEP has replied to say that they require the views of residents in the form of a petition. Residents at the meeting reiterated concerns about the dangers created by illegally parked vehicles and asked that the Committee take the matter further. One resident who was directly impacted by the proposal raised some concerns and the Chair offered to discuss these issues in person at a later date.</p> <p>2. At the previous AGM (Feb 23) residents expressed concerns about the lack of winter gritting in Old Nazeing Road and the risks that this created in icy weather. DH reported that he had written to Essex CC on behalf of residents requesting that ONR is gritted. In reply, the Council set out its criteria for road gritting and the location of the nearest salt boxes. ONR does not meet the criteria. https://www.essexhighways.org/winter-travel. No further action will be taken.</p>	DH
5	<p>Treasurer’s financial report</p> <p>The income and expense accounts for the previous year have been checked and certified by Linda Payne (LP). Residents have contributed £6,970 to the RARA bank account in the last year to save towards the next round of road repairs. There has been no expenditure in the past year. The Treasurer AC, has transferred £10k into a new interest bearing savings accounts and £5,130 remains in the RARA current account. Financial statements were sent to all residents and as a result, several households have opted to pay in instalments. 6 households do not contribute while 54 households make regular contributions.</p> <p>There were no questions arising from the report. DH thanked AC for her hard work.</p>	
6	<p>Brief report on Summer Street Party (24th June '23)</p> <p>ZG thanked all the residents who attended the summer party and made it such a success. She particularly thanked all those who donated their time on or before the day, those who made cakes, provided games and cooked on the barbecue etc etc. There was a round of applause in appreciation of the impressive £569 donated to the Isabel Hospice. Residents were reminded that there is no (zero) cost to RARA for the summer street party.</p>	

7	<p>Elections</p> <p>The Chair noted that Kay Mingay wished to stand down and thanked her for her 11 years plus membership and work in the committee. Residents showed their appreciation with a round of applause. Alison Carey expressed a wish to stand down as Treasurer but agreed to stay on for a further year if no-one came forward. Nominations were encouraged from those attending. The remaining current members and the Chair stood down for the formal election having indicated that they were willing to continue if nominated and elected. The results of the elections are listed below. All were elected by a show of hands. The Chair (DH) welcomed the new committee and expressed the hope that the forthcoming year would result in some fun for all as well as the usual hard work to keep the Avenue safe. Linda Payne (LP) was elected as a new member of the committee.</p>	
8	<p>RARA Website</p> <p>The RARA website has been refreshed! The Chair thanked MC for the many hours spent on this. MC reported that without further expenditure, the website content is limited to 5 pages. It's still being 'tweaked' and residents are encouraged to visit https://www.rarauk.org/ and feed back any suggestions. Residents asked that the map of houses on the Avenue be distributed again with the minutes.</p>	<p>MC</p> <p>PD</p>
9	<p>Report on road surface survey</p> <p>MC reported on the Committee's review of the road surface on 24 July 23. Residents were shown the resulting chart with map, photographs and 'traffic lights' indicating the Committee's view of a rough timescale. All repairs are dependent upon having sufficient funds. MC suggested that 'red' concerns need to be addressed soon but that the likely timescale would be at least 6-9 months. Amber concerns would need repair soon and these areas would be kept under review by the RARA committee. In some cases, a DIY or temporary repair might be appropriate. Green indicated that no work was needed at present but will be reviewed annually. The new survey and photographs will be turned into a pdf, distributed with the minutes and put onto the website. The Committee aimed to update this road review every year and report to residents at the AGM. MC advised that any apparent urgency of repairs needed to be weighed against intended building works which would increase road traffic. In the long run, quick temporary repairs might prove to be a more cost-effective solution in these cases. The survey showed that the worst issue is at the end of the Avenue. Residents were encouraged to walk down to look at the 'precipice' outside Pen-Y-Dre and Magnolia House. A temporary repair will be made while building works continue.</p>	<p>MC</p> <p>PD</p>

10	<p>Winter preparations</p> <p>A number of residents agreed to store bags of salt in preparation for distribution in the coming winter freeze. There was discussion about whether gritting caused damage to the road surface and whether the act of gritting transferred liability in any way. DH reported his research that suggested that there is no law against people clearing pavements or public spaces. Ministers had 'repeatedly welcomed "public-spiritedness" and said "common sense" and "benefit of the doubt" should always prevail when considering litigation'. A court would have to deem someone as having been "wholly incompetent or irresponsible" for another to successfully sue them for injury. https://www.local.gov.uk/your-winter-weather-questions-answered-0</p> <p>The Council's negative response to DH's request for winter grit to be spread on ONR will be posted on the RARA website for information.</p>	MC MC
11	<p>Insurance for the Riverside Avenue Residents Association.</p> <p>DH reported on the Committee's discussions about 'management liability/directors and officers insurance' for the Residents Association. In the unlikely (but not impossible) event of a claim being made in court because of an issue or accident on the Avenue, the litigant would be likely to sue the committee members of the Residents Association as well as individual households.</p> <p>By taking on a voluntary role within the Committee, individual members were inadvertently opening themselves to personal risk. 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. DH will look to achieve best value quotations. This would be paid from the existing Repairs Fund.</p> <p>Discussions at the AGM included the question of the ownership of the road and whether putting up an additional sign eg 'Beware - uneven road surface' would carry any weight in the law. The Committee will continue to investigate.</p>	DH
12	<p>RARA Winter Celebration</p> <p>There will be a Christmassy celebration from 6-8pm outside Ashford House on Friday 22nd December '23. Hopefully mince pies and mulled wine, music and a firepit will tempt everyone out to meet their neighbours. Those present at the AGM suggested that donations should go to the Multiple Sclerosis Society, The Air Ambulance and Isabel Hospice. There will be no (zero) cost to RARA for this activity.</p>	AC/ZG

13	<p>RARA Summer Celebration. Residents supported the idea of another summer street party. Details will follow but the suggested date is Sunday 2nd June '24. Good weather will be pre-booked! There will be no (zero) cost to RARA for this activity.</p>	AC/ZG
14	<p>Riverside Community Garden News The Riverside Community Garden is a 'Trust' and not directly linked to RARA although all residents share an interest in the garden. KM was given a round of applause in appreciation of all her hard work. KM thanked the working parties and helpers, particularly MC, Dave Mingay, Rada Juric and the residents who contributed their time, materials, muscle power and expertise. Future plans include laying an accessible path for visitors. Residents were reminded that the garden produces herbs, fruits and vegetables that can be gathered and used. Residents asked who the Riverside Community Garden belonged to. DH explained that the land was held in trust and that the Trustees were no longer living in the Avenue, some were deceased and the whereabouts of others was unknown. New Trustees could only be appointed through costly court proceedings for which there were no funds. KM asked for donations of seeds and plants</p>	KM
15	<p>Any other business ZG suggested that residents might like to belong to a local WhatsApp group to exchange news, offer goods, services or swaps. Old Nazeing Road has such a group. Residents on Riverside Avenue can now join by contacting the Committee for information</p>	

The Riverside Avenue Committee November 2023 to November 2024

Position	Name	Proposer	Second
Chair	David Haldearn	Trelawny	Sunnylea
Vice Chair	Mark Carey	Lulworth	Sheltry
Treasurer	Alison Carey	Sheltry	Broadwaters
Secretary	Penny Dixie	Hollowbank	Sheltry
Member	Damien Fagan	Hollowbank	Woodacre
Member	Zoe Grist	Sunnylea	Broadwaters
Member	Elaine Thatcher	Lulworth	Sheltry
Member	Kate Osborne	Sheltry	Woodacre
Member	Rob De La Mare	Sunnylea	Woodacre
Member	Linda Payne	Woodacre	Woodacre