

Newtown Community Association

Committee Meeting

Monday 10th March 2014 at 7.30 pm

At 10 Clifton Hill

Minutes

Present: Su Aves, Jackie Holdstock, James Leigh, Rory McNeile.

Item	Action by
1. Apologies: Derek Burnside, Michael Parrott, George Dumble	
2. Review of Minutes: of meetings 16.12.13 and Forum meeting 27.01.14 were approved to be an accurate record of the meetings and signed by the chair. Matters arising not elsewhere on the agenda None	
3. Holding trustees: The previous property trustees Simon Persighetti, Peter Morgan, Su Aves and Rory McNeile have stopped being property trustees. Su and Rory have resigned. Simon and Peter have been send a letter to say they are no longer holding trustees and have had it explained that the NCA has a new constitution. Both Simon and Peter have sent emails acknowledging receipt of the letter and have agreed to stopping as trustees. Joan Bond and Jackie Holdstock have agreed to be holding trustees. Rory to send Joan a letter listing responsibilities. Jackie signed the form today agreeing to being a Holding trustee. Jo Farquharson has also agreed and signed on 27 th January 2014. Rory gave a summary of the role: A Holding trustee is to monitor what the committee do. Liability is small at the moment, as the hut does not belong to the NCA but to ECC. Our charity insurance covers personal liability. We will review our insurance as the holdings of the NCA increase. Minimum three and maximum four Holding Trustees. Who else, we will think about it?	RM to send letter to Joan re Holding Trustee responsibilities SA to approach Joan to sign form SA to follow up
4. Treasurer's report: None received as DB is away. Sub committee meeting with treasurer to be arranged. Have WCF paid directly to DB electronically? Cheque book needs to be available when treasurer is absent for other signatories to be able to deal with payments.	SA to check with WCF RM to check with DB

<p>5. Bookings: Bike maintenance person needs to be contacted re bookings on dates he asked for and his availability for cycle café. University students have booked the hut for three days for drama group. A teenager group are using hut for break dancing. Malay dance group have booked again. May have Flamenco starting. Need to update website on regular users – contact Peter.</p> <p>Respect 2013 - have not paid for use of hut yet.</p>	<p>SA to follow up contact</p> <p>SA to ask PM to update website Check with DB</p>
<p>6. Police Report: No report. Disappointed since Kate Rees left. PCSO presence has gone down. No PCSO visible now. The current PCSO is stretched too far. We feel community is losing out on not having one that is more approachable/or contactable by being visible.</p> <p>Dog attack on Sunday 12th January 2014 – dog was put down. CCTV now to be put in the park by the council.</p>	<p>RM to contact about PCSO contact.</p>
<p>7. The Vision: – Feedback on NHB bid presentation to ECC. RM, MP and SA went do presentation with Richard Branston and Roger Spackman who also spoke in support. Our application has been recommended: Ross Hussey's email : This is to let you know the outcome of the Panel meeting on 27 February 2014, and the recommendation that will be made to the Council's Executive when it meets on 18 March. For a further £50,000 to be paid to NCA towards the building. Most is capital build and is conditional on raising the rest of the money but you can spend £10,000 on preparatory work.</p> <ul style="list-style-type: none"> - Update on Granted bids plan - have produced schedule of other funds they would apply to: By end of this month Devon Waste Management £30,000 bid will be submitted. By last Friday full application to the National Lottery Reaching Communities £500,000. Later could apply to the National Lottery Parks for Peoples. Three stage process. If initial response as to whether it is likely then apply to the parks for People fund. A range of smaller funds possible to apply for. Make decision whether to keep Granted when we review their employment quarterly. - Community engagement strategy has been sent to us by Granted for Michael to deal with e.g. stall at Respect with petition for those to sign to say they support a new hut. Need up to date information as to who supports what we are doing. - How do you rate your experience of the hut and how would you improve it? Is a question suggested by James Leigh that we can ask all the users. <ul style="list-style-type: none"> - University's offer (in response to letter from R.Branston) to support project 'in kind' but not money: need to arrange a meeting 	<p>MP</p> <p>RM and RB to arrange a</p>

<p>with them in term of skills e.g. not second hand furniture! IT expertise to equip the hut. Not a project manager as they use contractors. Hut gets used by students. High usage of the park by students so good to get them involved. Voluntary support to be followed up.</p>	<p>meeting with University</p> <p>SA and other committee members</p>
<p>8. ‘ Development Delivery’ document: NCA will not respond as an association but have made residents aware of it. Only role to pass on information for individuals to respond.</p>	
<p>9. £5000 Park improvement contribution: (from 106 money) Noticeboards. More picnic tables? They were removed by the council. Ask the council. When do we have to use money up by? Nelderwelder not responded. Follow up with George/Derek as to what has happened. New design would be better. Does University make signs? asked RM. James to ask George Dumble about progress on last noticeboard designer. Better and more user friendly echoing current design.</p>	<p>JL</p>
<p>10. Application for grant for rent - submitted by SA for this year and should be done by November each year. Grant for rent in 27th Feb meeting 2014 recommended £2000 but needs to be decided finally by executive meeting in mid March (18th March).</p>	
<p>11. Future café programme 2014 – updates on plans – all Sunday cafes 2-5pm not 2-4pm - RM</p> <ul style="list-style-type: none"> - Specific plan for Cycle café on 13th April – 2-5pm. So far it is the Devon County Travel Roadshow with electric and smoothie bikes and I am still hoping to have a mechanic there as well plus a PCSO representative. They will deal with permission from ECC and getting bikes checked. RM Will ask police for marking bikes. Laminated posters around the park. One magazine, E & E, Newtown Primary newsletter and posters, Bike shops too in Sidwell Street, Harlequin centre underneath might like to be involved, Real food store noticeboard. Any café volunteers would be appreciated – Debbie has agreed to run the café on the day. Derek can help for some of it but not sure when. - May café ask MP on progress – Arts Cafe/Toy and Book sale - Update on WW1 commemoration MP - Jacqui Cox- tapestry a panel to be made reflects 108 members of Newtown Community that died in the war plus help from Lou Fearn. - Respect minute what we will charge respect and cost of our pitch- We will not be charged for a pitch. Unanimous vote 	<p>RM</p> <p>RM</p> <p>MP with RM</p>

<p>in favour of charging £250 for the pitch. Ask Derek about what they paid last year and who invoiced them.</p>	<p>RM</p>
<p>12. Feedback on Community Consultation meeting on Parks and Open Spaces - RM, MP and SA went. ECC need to make savings and can not spend same money in the future on Parks and Spaces in the city so they will/may become overgrown and neglected if the community do not do anything. They want to know if anyone is interested in taking on responsibility of any council green space in their area. Who would pay for this? e.g. mowing the grass and what would the liability be of those taking this on has been asked. ECC will respond to this and other issues raised and issue a draft proposal on the way ahead needed in order to have a proposal in place for the Autumn. CVS had much advice/support to offer. Maybe leasing the land for community groups to take on looking after the land. Long term commitment might be needed from the community. Next Forum meeting in April: ask if anyone has any suggestions.</p>	<p>Forum agenda</p>
<p>13. Britain in Bloom entry – Should Newtown submit an application? Deadline is 15th March so maybe consider this next year.</p>	
<p>14. Update on noticeboards - GD is absent so next meeting.</p>	
<p>15. Hut issues - repairs/Health and Safety – Floor is a problem. Need boards put together again. RM will contact carpenter. DDA Ramp and access handles. SA to forward the soap dispensers email: £10-15 each Authorise JL to purchase of soap dispensers via DB and JL will fix them. Fixed JL main door handle, chair cupboard doors mended. New lock on door. New key code working. Much easier to reset. Pat testing and fire extinguisher – ask University. Look up who did it etc Could have a Friends of Newtown section on the website – Advertise who we use.</p>	<p>Ask Derek about DDA and flooring RM SA JL</p> <p>RM</p>
<p>16. Memberships list – avoid having one at the moment as we would need a data protection policy. Discuss next AGM or a meeting nearer to when the new hut is built.</p>	<p>Move to autumn agenda</p>
<p>17. AOB: Job description for secretary to be written. Kelly wants to do community stuff and a neighbourhood watch.</p> <p>RM to ask MP to send Expression of support to Fiona re Art project application for the art project. Ask MP to get Fiona of Toy Library to do something for the newsletter. Fiona to come to Forum</p>	<p>SA Forum – talk by Kelly on neighbourhood watch</p> <p>RM</p>

<p>meeting to talk about it. MP to invite her. Outdoor bin by hut is always used so we need a bin with a lid next to the hut. Ask GD to ask Council, RM to email him. Respect – express support, need display of future hut RM and MP to do this. SA to organise a rota.</p> <p>NCA welcomes any volunteers to get involved in the committee or activities.</p>	<p>RM RM (and MP) SA</p>
<p>18. Date of next committee meeting: Forum meeting Monday 28th April 2014 at 7.30pm. Publish draft agenda 2 weeks before. And email asking for 14th April deadline for agenda items.</p>	<p>SA</p>