ST PHILIP & ST JAMES (LECKHAMPTON) AREA RESIDENTS’ ASSOCIATION

## Draft Minutes of the 13th Annual General Meeting of the Association,

**held on Wednesday 6th June 2018 at Church House**

**1. Welcome and Introduction**

The meeting was chaired by Clair Chilvers (Chairman). She welcomed everyone to the meeting.

A particular welcome was offered to Cllr Tim Harman (CBC Councillor and County Councillor), and Cllr Dilys Barrell (newly elected CBC Councillor).

Derek Scarborough, Chairman of NARA (Naunton Area Residents’ Association) was welcomed as a guest of the meeting.

Apologies were received from Rev Nick Davies and from Maurice Gran, Roy Arnold, Diana Pollock and Max Wilkinson (Committee members)

About 35 members and guests attended the meeting.

The proposed Agenda for the meeting was approved.

**2. Minutes of the 12th Annual General Meeting**

**2.1 Approval of the Minutes**

The draft Minutes of the meeting held on 11th May 2017 had been circulated and were available on the website. It was unanimously agreed by the meeting that the Minutes should be approved as a true and correct record.

**2.2 Matters Arising**

There were no matters arising.

**3. Chairman’s Report on the work of the Association over the last year**

* **Membership and committee activity**

SPJARA had 104 members in 2017/18, which was down on the year before. A proposal later on the agenda to drive up membership would be discussed. Steps had been taken to ensure SPJARA was GDPR compliant. There were 13 members on the Committee (including the two local Councillors), and the Committee had met 4 times since the last AGM.

**Retiring Committee Member**

Agnes Hanson, who had been on the Committee since SPJARA began in 2006 and for some years had been the Hon Treasurer, had decided to retire from the Committee. The Chair thanked her warmly for all her contributions to SPJARA over 12 years.

**Newsletters**

Thelatest Newsletter had been re-designed on four pages, and looked more attractive being designed as a report to the local community (thanks to Hugh Curran). Two Newsletters had been circulated to everyone in the area since the last AGM, plus a special one on On Street Parking (thanks to Hugh Arthur who organised the distribution).

**Website**

The website had been revamped, looked better and was easier to use and received many more visits (thanks to Adrian Phillips and Hugh Curran).

**Social Events**

* June 2017: visit to Chastleton House (National Trust)
* July 2017: Jazz party in Roger and Marie Owen’s garden – proceeds for the Chamwell Centre: £150
* November 2017: Wine Tasting – proceeds for SPJARA funds: £178
* March 2018: Spice Lodge dinner - £400 raised for Lifting the Blues (local mental health charity) and BRAC (Rohingya refugees)
* April 2018: Bath Road history walk with Stuart Manton

**Regular tasks**

CBC’s weekly sets of planning proposals were reviewed by Adrian Phillips – any comments were agreed by committee and sent to CBC. In the past year comments were made on: i) an unsatisfactory development in Suffolk Street, ii) new development for the garages between Park Place and Painswick Road, iii) new houses in Andover Walk.

CBC’s weekly sets of tree works proposals were reviewed by John Paterson– any comments were agreed by committee and sent to CBC. Interventions during the year helped save a tree at 69 Painswick Road.

Annual Street cleaning – Roy Arnold organised the cooperation with UBICO to keep the streets free of parked cars when the streets were cleaned in late autumn.

Flooding – blocked street drain and gully problems persisted despite our lobbying.

**Comments on 20 MPH proposals of CBC**

CBC proposed a default 20 MPH limit in residential areas, and comments from SPJARA members were broadly in favour. As a result, the proposal was welcomed on safety and pollution grounds. SPJARA also proposed that Bath Road should be included, stressed that enforcement was essential and that a 20 MPH speed limit would not solve all traffic problems. SPJARA hoped that CBC and GCC would take this forward.

**On-street parking**

A comprehensive survey of residents’ views about on-street parking was undertaken, which revealed 80% support for asking GCC to open a consultation on a possible parking zone extension. As a result, on 1st May, several SPJARA committee members met Councillor Nigel Moor, GCC Cabinet Member responsible for Fire, Planning & Infrastructure to brief him about the survey. At that meeting, it was appreciated that the previous detailed Parking consultation process carried out in our area in 2012 could well provide a cost-effective and speedy way forward.

On 30th  May, SPJARA met the County Council’s Parking and Traffic Regulation Officer to provide a briefing about the survey and to discuss the next steps for all parties to take. He explained a county-wide review was under preparation - a prioritised list of parking schemes which would then be submitted to the GCC Cabinet for approval and funding. This stage should take 3 months to complete.

If our request to consider extending the parking zone in our area were approved, a Traffic Regulation Order (TRO) process would begin based on the priority assigned to it by the review and normally takes 6 months to 2 years. A TRO in our area could benefit from the detailed 2012 consultation and might therefore be completed in a time closer to 6 months than to 2 years. It was necessarily a long process, with defined stages and milestones, involving, inter alia, informal and formal consultations, design and surveys of roads.

In discussion, it was agreed that the parking situation had deteriorated in much of the SPJARA area since 2012 partly because more commuters wanted to leave their cars in the area.

**Other work undertaken last year**

Maintenance work continued on Norwood Triangle, which looked better each year. The Andover Rd. “triangle” and Ashford Rd. small “rectangle” were also managed. One of the charming Victorian “nuisance” signs in a passage-way was restored. All the 50 or so trees SPJARA had been responsible for were flourishing, with some still being watered in summer 2017.

**Reordering of Pip and Jim’s Church**

The Chairman reported that the final decision on whether the Church could go ahead with the planned selling of Church House and re-ordering of the Church was expected in the next month. Assuming it was agreed, Church House would be put on the market immediately and the process of organising the work in the Church begun. The plan was that the building work would begin in early 2019, and the Church would be closed for about nine months in 2019.

For SPJARA, this would mean that alternative local venues for events such as the wine-tasting and the AGM would have to be found during this period.

The Chairman’s report was welcomed by those present.

**4. Treasurer’s report on the Association’s finances for the year ending 31 March 2018**

Jonathan Moffitt, Treasurer, presented the accounts as shown attached to these Minutes. At 31 March 2018 there was a balance of £2,005.01, compared to £2,316.67 at the start of the year.

The report was welcomed and approved by those present.

**5. Election of Honorary Officers and Committee Members**

The Hon Secretary said that:

- all the current officers (Chairman, two Vice-Chairmen, Hon Treasurer and Hon Secretary) were willing to serve for a further year.

- on the rest of the Committee: Cllr. Max Wilkinson (co-opted Committee member) and Agnes Hanson (long term Committee member) were retiring, Diana Pollock had been co-opted during the year and Dilys Barrell (newly elected CBC Councillor) had been newly co-opted.

- There were nominations for the election of all the remaining Committee members.

The Chairman sought the meeting’s agreement to election *en bloc* of the following officers and Committee members, which was agreed *nem con*.

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| **Name** | **Position** |  |  |
| Clair Chilvers | Chairman |  |  |
| Maurice Gran  Vanessa Angelo-Thompson | ViceChairman(joint)  ViceChairman(joint) |  |  |
| Jonathan Moffitt  Cassandra Phillips  Roy Arnold  Dilys Barrell  Hugh Curran  Diana Pollock | Treasurer and MembershipSecretary  Secretary  Committee Member  Committee Member ex-officio  Committee Member  Committee Member |  |  |
|  |  |  |  |
| Tim Harman | Committee Member |  |  |
| Hugh Arthur | Committee Member |  |  |
| Adrian Phillips  John Paterson | Committee Member  Committee Member |  |  |

**6. The year ahead**

**Regular jobs would continue:**

* Newsletter production and distribution – Hugh Curran, Hugh Arthur.
* Planning and tree monitoring – Adrian and John
* Annual street cleaning – Roy
* Web-site maintenance: Adrian

**Social events planned**

* 10 June 2018 - Summer Jazz Party (afternoon tea party in the Owen’s garden)
* Wine tasting – before Christmas (it was noted that this is a social occasion with no obligation to buy)
* Spice Lodge fund-raising dinner – late winter 2019 (with proceeds to be divided between a local and a national or international charity )

**Projects planned**

The following projects were all endorsed by the members present:

* Refreshing of several utility boxes and the roundabout in Bath Road to be undertaken jointly with NARA and Cheltenham Connect (partly contingent on CBC funds)
* Installing iron guards for some of our trees (partly contingent on CBC funds)
* An Open Gardens scheme for the SPJARA area in June 2019 (to be coordinated by Diana Pollock)
* A renewed effort to get double yellow lines painted on dangerous corners
* An SPJARA Membership drive

**7. Membership and Street Representatives**

As noted by the Chairman, the membership was continuing to decline as some members left the area, and more effort was needed to recruit new members. Keeping the membership as high as possible gave SPJARA more influence when trying to get improvements in the area. One possibility was to follow NARA’s (Naunton Area Residents’ Association) example and recruit street representatives in as many of our streets as possible. Derek Scarborough, Chairman of NARA, explained that is how their Committee operated. NARA was formed in 2016 and now had 60 members (from 400 households). They had 14 street reps who together formed the Committee, although some streets had many more reps than others. He said it had proved a good democratic system, but the varying views of the reps sometimes made it difficult to operate. They had been very successful in knocking on doors and recruiting members.

In discussion, it was agreed that the SPJARA Committee would consider whether we should adopt the idea of street reps. In any case we need to have an agreed programme of knocking on doors and recruiting, with the Committee taking the lead but help from all members in doing this would be very welcome.

**8. Local Councillors**

**Cllr Tim Harman** congratulated SPJARA on getting so much achieved by working together. He emphasised that any new parking scheme would not be imposed without consultation. He said that he planned to continue work on getting the street drains improved although the Victorian system was inflexible. Public consultation should start soon on getting double yellow lines painted round many corners.

**Cllr Dilys Barrell** said she looked forward to meeting more SPJARA members and working together

There being no other business, the Chairman thanked all present for their support.

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*After the conclusion of the formal AGM, Catherine Kevis, Director of Gloucestershire Community Foundation addressed the meeting.*