



# ST PHILIP & ST JAMES (LECKHAMPTON) AREA RESIDENTS' ASSOCIATION

## Minutes of the 7th Annual General Meeting of the Association,

held on Wednesday 23 May 2012 at Church House

### 1. Welcome and Introduction

The meeting was chaired by Phil Farmer (Vice-Chairman). He welcomed everyone to the meeting, and explained he was standing in for John Davidson (Chairman) who was gravely ill. The meeting sent its very best wishes to John Davidson.

About 40 members and guests attended the meeting. A particular welcome was offered to Rev. Nick Davies, Vicar of St Philip and St James and Tim Harmon, CBC Councillor for Park Ward.

Apologies were received from Martin Horwood MP, Cllr Rob Garnham, Cllr Antonia Noble, Ross Nicholl of the Police, Clair Chilvers and Vanessa Angelo-Thomson, Committee members; and a number of members.

The proposed Agenda for the meeting was approved.

### 2. Minutes of the 6th Annual General Meeting

#### 2.1 Approval of the Minutes

The Minutes of the meeting held on 8 June 2011 had been circulated and were available on the website ([www.spjara.org.uk](http://www.spjara.org.uk)). After going through the key points in the minutes, it was proposed by Phil Farmer, and unanimously agreed by the meeting, that the Minutes should be approved as a true and accurate record of the meeting.

#### 2.2 Matters Arising

Michael Dower reported that Rev Nick Davies had now replaced Rev Ian Bussell at St Philip and St James Church.

The Committee had taken a fresh look at **SPJARA's role in monitoring planning applications** in the light of discussion at the 2011 AGM. The Committee felt it was in the interest of all residents to ensure that standards of amenity were maintained in the Association's area, and that this justifies vigilance by the Association on behalf of residents. They noted that residents who are concerned about a proposal, but who are unfamiliar with the planning system, appear to welcome help from the Association. They recognised a balance must be struck between the interests of those residents who apply for permission, and those neighbours and others who may object. They perceived the need for openness in the process, so that members of the Association can see what is being done in their name; but they recognised that the short period of public consultation on each proposal makes it impracticable to consult all members. The Committee therefore re-affirmed and extended its policy on planning applications as follows:

**Formal comment will only be made where it is judged, after consultation with both the applicant and the neighbours most directly affected, that a proposal would have damaging affect on the general amenity of the area or serious adverse impact on neighbours, or would set a damaging precedent which others might follow. Each formal submission will be subject to prior approval by the Committee; and, once made, will be reported on the Association's Website.**

### 3. Report on the work of the Association over the last year

Cassandra Phillips, Hon Secretary, reported that:

- Membership was 145 at the end of March (not all of whom had renewed yet), compared with 122 in 2010-11. It was hoped to be able to increase this figure further.
- the Committee now had 12 members, and had held four meetings during the year. Peter Berridge retired in June 2011. Clair Chilvers had been co-opted onto the Committee during the year
- an active programme of social events had been organised, including:
  - the Summer Jazz Party on 8 July c/o Toni Jones (in aid of the Oral History Project); 27 October, Visit to Morgan Car Factory, Malvern; 17 November, Wine Tasting (in aid of the Trees Fund); 10 February 2012, talk on "Trees by the Way" (jointly with Cheltenham Tree Group); 16-17 March, Oral History Exhibition (jointly with Cheltenham Connect); and 27 April: Visit to Chedworth Roman Villa She expressed the Committee's warm thanks to all who had hosted and organised these events
  - three Newsletters and some additional flyers had been produced during the year with the help of Michael Dower, Maurice Gran, Vanessa Angelo-Thomson and Wendy Ellyatt and delivered to every home in the SPJARA area by a team of deliverers led by Jill Maryszczak.
  - the website had been renewed and updated with the help of Wendy Ellyatt.

Michael Dower, Committee member, then took up the presentation. He announced that this would be his last AGM as he was moving to Dorset. He said that this had been a very active year, marked by close cooperation with the Borough and County Councils and with Cheltenham Connect. He focused first on action taken on priorities stated three years ago by Association members, namely:

- Street cleansing, in cooperation with the Borough and County Councils, in 10 of the 17 streets in the Association's area, including an extra July cleaning of Gratton Road.
- Pressure on the County Council to fill potholes in many streets, with some success : we had welcomed the re-surfacing of Park Place.
- Completion of the pilot scheme to infill gaps in the historic avenue of trees in Grafton Road by planting of four Indian Chestnut trees, with co-funding by the County Council, Borough Council and SPJARA. The Association is responsible for watering of these trees for their first three years, for which purpose we have bought a trolley and jerricans. The shrub border on the verge of Grafton Road has been further enriched. The verges of Andover Road have been improved by planting of a cherry tree, staking of an ash and a sycamore, and clearance of rubbish. We have also supported Cheltenham Tree Group's campaign to plant trees in public spaces elsewhere in Cheltenham.
- Regular monitoring of all new planning applications, including the submission of objections to proposals for a new garage at 46 Painswick Road and for a new garage and workshop at 6 Park Place, and of comment on the proposed conversion of Brandon House, Painswick Road, from offices to a single dwelling with new extensions. Michael noted that work on the construction of new houses at 14 Gratton Road is now almost complete.
  - Regular monitoring also of applications for work on private trees in the Conservation Area, including a welcome to the felling of evergreens at Brandon House and informal comments on proposals to pruning a sycamore at 1 Painswick Road and to re-pollard a plane tree and prune a sycamore at 36 Gratton Road.

Michael then described the process and expected outcome of the County Council's public consultation on Street Parking in south Cheltenham. He had represented SPJARA on, and had chaired, a Focus Group set up to guide this consultation. All residents and all traders of a wide area of south Cheltenham had been asked to respond to a questionnaire survey which sought their views on problems of street parking and their reaction to possible parking schemes. The outcome was that only the Suffolks area had a majority in favour of a parking scheme, though localised issues were raised elsewhere. So, the County Council consulted on a detailed

scheme for the Suffolks area, including many subtle differences in parking regime for different streets plus safeguards for the interests of Clevely's garage in Andover Street: a decision on this scheme is imminent. A special meeting had been held to address the problems of traffic and parking in Hermitage, Francis and Exmouth Streets. Proposals for new safety crossings and on-street parking on Bath Road had been the subject of intensive negotiation, and successfully resolved. The Focus Group would meet for the last time on the day following the AGM : before closing its work, the Group would have an initial discussion on ways to encourage movement within south Cheltenham by walking, cycling and bus, so that this issue could be further considered under the auspices of Cheltenham Connect.

**Wendy Ellyatt, Committee member and Chair of Cheltenham Connect**, spoke for all in saying that Michael Dower would be very much missed when he left. She had been working with him for five years. She described the progress on two joint SPJARA/Cheltenham Connect initiatives:

- a. Oral History project. This project funded by a Big Lottery Sustainability Grant of £3500 as the outreach element of the Norwood Triangle Project, has been managed jointly by SPJARA and Cheltenham Connect. The aim has been to help local schoolchildren to understand the history of the area and, in particular, how shopping and food production has changed over the last 100 years. All four of our local primary schools were involved. After working on their own projects, the children had interviewed older residents about their memories of shopping and food during and after World War 2. The interview sessions had been recorded by the University's media studies students and by the professional firm Blue Sky Event and Media. The outputs from the project include an enriched website (<http://www.cheltenhamsouthtown.org/2011-local-trading-history-project.html> ), books, and a proposed interpretive panel to be mounted in Norwood Triangle
- b. Bath Road Connect Streets project. Progress has been made on the project, led by Cheltenham Connect, to enhance the southern section of Bath Road as a place to visit and shop. SPJARA is represented on the Working Group, which also includes Cheltenham Borough Council, Cheltenham Business Partnership, Bath Road Traders Association (BARTA), CycleCheltenham, Walk 21 and others. Funding has been secured from the Borough Council for two phases of work. Phase 1, with public funding of £5,000, will see the introduction of three new planters on the extended road island near the Norwood roundabout. Phase 2, with public funding of £15,500, will see two new boundary signs, renovated bins and street furniture, new interpretation signs, cycle racks and planters and hopefully a Bath Road Clock ! See the website <http://www.connectmystreet.org/>

These reports were welcomed by those present.

#### **4. Treasurer's report on the Association's finances for the year ending 31 March 2012**

Agnes Hanson, Treasurer, presented the accounts as shown attached to these Minutes. She explained the division into three sections – a General account; Norwood Triangle and Oral History account; and the Trees Fund. In the general account, income exceeded expenditure by £1,033. The Norwood Triangle account contains £820. The Trees Fund contains £429. So the Association ended the year with a balance of £2,282.84 compared with £1,182 at the start of the year. Outstanding liabilities totalled £370.56.

The report was welcomed and approved by those present.

#### **5. Nick Davies, Vicar of St Philip and St James' Church**

The Chairman introduced the newly installed Vicar, Nick Davies and his wife Helen, who now live in Painswick Road. Rev Davies gave an update on the church's Open Reach project set up to fund various internal and external changes to the Church (such as opening up the West door of the Church to Brandon Terrace Lane). He explained that the plans were currently on hold but he hoped to make progress early in 2013.

## **6. Discussion**

In discussion:

- a vote of thanks was agreed for Michael Dower's work in chairing the parking consultation focus group
- the new CBC councillor Tim Harmon, already a SPJARA member, introduced himself and said he would be very ready to help with the Association's work
- the problem residents would face in finding parking space in the streets just outside the new parking area was raised, but it was recognised that the consultation had taken this into account
- the problem of large vans, horse boxes etc. using the area's streets for parking was raised.
- the question of cars being parked on the pavement was discussed, and it was suggested the police should be made aware of this as it was illegal.

## **7. The year ahead**

The Hon Secretary introduced the Committee's proposals for the Association's activity in the year ahead, namely that we should :

- Sustain the interest of existing members, and seek new members
- Produce Newsletters, and maintain the new Website
- Continue the annual cleansing of streets and drains
- Sustain pressure for action on potholes
- Maintain the new trees in Grafton Road avenue
- Plant new trees, on optional sites to be discussed (see below)
- Contribute to the wider Cheltenham Tree campaign
- Check all new planning applications
- Maintain the quality of Norwood Triangle
- Complete, and follow through, the Oral history project
- Support the Connect Streets initiative
- Organise events for members, including:
  - Garden Party with Jazz, 20 July
  - Autumn and winter events to include a Christmas event involving families, and a wine tasting

Michael Dower introduced Adrian Phillips who had offered to take the lead in checking all new planning applications and, when necessary, drafting comments for the Committee when Michael moved away. Adrian would be co-opted to the Committee for this purpose.

Michael Dower explained the sites where tree planting, using the Association's Trees Fund, might be considered, namely:

- a. The grounds of Church House, to provide long-term replacements for the large copper beech and lime trees, subject to discussion with the Church Council
- b. the verge of Tryes Road, subject to approval by local residents and by the County Council
- c. the verge in Andover Walk, similarly subject to approval.

Members agreed that the Trees Fund might be used in these ways, with priority to sites (a) and (b).

Members also agreed that Adrian Phillips should take the lead in commenting on planning applications for SPJARA after Michael Dower's departure.

## 8. Election of Honorary Officers and Committee Members

The Hon Secretary said that she had received nominations for election of officers and re-election of all members of the Committee except for John Davidson (Chairman) who was retiring. She said the Chairman-elect, who was unfortunately not able to attend the AGM, was Professor Clair Chilvers, who lives in Painswick Road and was co-opted to the Committee during the year. She was appointed in 2011 as the Chair of Gloucestershire Hospitals NHS Foundation Trust. The Vice-Chairman, Secretary and Treasurer were all willing to serve for a further year. One new Committee Member, Anne McWilliam, was nominated.

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

Name	Position	Proposed	Seconded
Clair Chilvers	Chairman	Michael Dower	Cassandra Phillips
Philip Farmer	Vice Chairman	Michael Dower	Cassandra Phillips
Cassandra Phillips	Secretary	Michael Dower	Philip Farmer
Agnes Hanson	Treasurer	Michael Dower	Cassandra Phillips
Maurice Gran	Committee Member	Cassandra Phillips	Wendy Ellyatt
Michael Dower	Committee Member	Cassandra Phillips	Philip Farmer
Richard Lyons	Committee Member	Jill Maryszczak	Jonathan Moffitt
Vanessa Angelo-Thompson	Committee Member	Agnes Hanson	Cassandra Phillips
Wendy Ellyatt	Committee Member		
Jonathan Moffitt	Committee Member	Jill Maryszczak	Richard Lyons
Jill Maryszczak	Committee Member	Cassandra Phillips	Michael Dower
Anne McWilliam	Committee Member	Agnes Hanson	Cassandra Phillips

## 9. Conclusion

The Chairman thanked all the Committee for their effective teamwork during the year, and all present for their support.

**St Philip and St James Area Residents' Association  
Income and Expenditure for the year ending 31 March 2012**

	General a/c	Norwood Triangle +Oral History	Tree Fund	Summary
	£	£	£	£
<b>Balance brought forward</b>	<b>1,036.96</b>	<b>(-121.00)</b>	<b>266.28</b>	<b>1,182.24</b>
<b>Income</b>				
Grants				
- Big Lottery Sustainability Grant		3,500.00		
- Cheltenham Borough Council			400.00	
Donations				
- Cheltenham Borough Homes	100.00			
- a member			10.00	
Garden Party (net income )		173.82		
Wine tasting (gross income)			275.00	
Trees Talk (net income)			11.21	
Subscriptions	590.00			
<b>Total income (including balance)</b>	<b>1,726.96</b>	<b>3,552.82</b>	<b>962.49</b>	
<b>Expenditure</b>				
Oral History costs		2,732.71		
Trees Fund costs				
- Wine tasting (costs)			153.21	
- Half share of Grafton Road trees			380.00	
Gift to church from Garden Party	41.00			
Organisational costs				
- Stationery, Printing etc	133.02			
- Public Liability Insurance	209.66			
- Website (two year's costs)	279.83			
- Hire of Church House	30.00			
<b>Total expenditure</b>	<b>693.51</b>	<b>2,732.71</b>	<b>533.21</b>	
<b>Excess of income over expenditure</b>				
<b>= Balance at Lloyds 31 March 2012</b>	<b>1,033.45</b>	<b>820.01</b>	<b>429.28</b>	<b>2,282.84</b>
<b>Outstanding liabilities at 31 March 2012</b>				
Postage and stationery	7.46			
Website maintenance (2012-13)	107.99			
Dispensers for Historic Trail leaflets		40.44		
Design of interpretive panel		100.00		
Equipment for watering trees			105.68	
Other costs		1.86	7.13	
<b>Total of outstanding liabilities</b>	<b>115.45</b>	<b>142.30</b>	<b>112.81</b>	<b>370.56</b>