

LLERA - Meeting Minutes

Meeting: Committee Meeting

Date/Time: 19/01/16– 8pm

Venue: Tracey's House

Attendees:

Name	Position
Sue O'Sullivan	Chairman
Chris Mackie	Secretary
Tracey Jones	Committee Member
Richard Bullock	Treasurer
Wendy Miles	Committee Member
Colin Mayer	Committee Member

Apologies / Absent

Name	Position
Graham Ramsey	Committee Member
Ian Harrison	Committee Member
Karen Harrison	Committee Member
Robert Miles	Committee Member

Agenda

- Previous Actions
- Right Move Alerts
- Planning Applications
- Mouse price alerts
- SRA minutes
- Estate Maintenance
- Finances
- Social Events
- AOB
 - Email from Resident - Fred
 - Resignations
 - Sue
 - Richard
 - Claire Iles Christmas presents
 - Bins in front gardens
 - Speed monitoring
 - Neighbourhood watch
 - Weed-killing

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- Newsletter frequency
- Website

Previous Actions

No	Action	Owner	Due Date	Update
1.	Main Longdown Lodge Estate sign – Ian to obtain estimate of work from Toby	Ian	Next Meeting	No feedback. Ian not present. Action carried forward
2.	In / Out signs require refurbishment. Ian and Robert to assess and refurbish.	Ian / Robert	Next Meeting	Will wait for the weather to improve. Action carried forward
3.	Wendy to book dates for AGM and Quiz. AGM 11 th May and Quiz 17 th March	Wendy	30/11/16	COMPLETE Eagle House School has been booked
4.	Paint to manhole covers washed off The repairs made to the road edging have mostly come out. Patch repairs have not worked. Sue to check who is responsible for the manhole / fire hydrant signs.	Sue	Next Meeting	Sue has fed this into Highways. They have come out and assessed the patch repairs. Carry forward The hydrants have been painted again. Unclear if this is all of them. Committee to check and report back next meeting. New action
5.	Sue to find out how much the 20 mph signs are to paint on the ground in the event the council won't fund. Sue has had dialogue with Highways Unclear if they have assessed the estate	Sue	Next Meeting	They won't paint any signs as there is no funding and they deem it not necessary. Sue has not yet asked whether we could fund. Action carried forward
6.	Chris to amend the association rules to incorporate the recommended changes	Chris	Next Meeting	Carry forward.
7.	A new resident put his name forward for the committee. Colin Mayer 2 Spring Woods - Sue to meet him and invite to the next meeting. Sue to continue trying to contact resident	Sue	Next Meeting	COMPLETE
8.	Committee to monitor the surface of Calvert walk	Committee	Next Meeting	Richard saw a lot of flooding recently. New action - We discussed responsibility for the hedges. Sue

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No	Action	Owner	Due Date	Update
				to discuss with residents on either side.
9.	Graham has suggested a councillor should have adopted the footpath. He oversaw it when he was a town councillor and will follow up to see who is now responsible	Graham	Next Meeting	Update from Graham - Councillor Mike Brossard is responsible for inspecting this path and reporting any issues. In fact it was Mike who swept the covering of leaves recently. I use this path on a regular basis and I do not think there are any issues. In the past it was prone to flooding but this was addressed 2 years ago when BFBC improved the drainage. My recommendation is that we close this action but continue to monitor and report any concerns to Cllr Brossard. Complete
10.	There has been a large incident of dumped bagged dogs mess in the alleyway into the heath. Michael has promised a bin to put on the post already in place. – Sue to chase up Michael for date. Tracey / Wendy will mention to neighbouring residents	Sue / Tracey / Wendy	Next Meeting	We were offered a free standing plastic bin but we declined. Sue will chase Michael Brossard re a bin – New action.
11.	Action - Letters to Planning – Highlight 1 Broom Acres 4 Greenways	Graham	31/12/16	Update from Graham - Rather than prepare a formal complaint on behalf of LLERA I have drafted a response to the letter I received from BFBC Head of Planning on 4 November. This was in turn a reply to my letter of 13th September, expressing my concern about the over-development of the Estate. A copy was read out in the meeting.

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No	Action	Owner	Due Date	Update
				<p>Suggested amendments were fed back to Sue. New action</p> <p>1 – We do not feel there is consistency in application of planning rules.</p> <p>2- We do not feel the same attention is paid to material amendments.</p> <p>3 – Ian and Karen live in a Bungalow. The development of Bungalows was discussed in previous meetings and a different view point was reached. The letter should be discussed with them prior to sending.</p>
12.	Graham to review 1 Broom acres and identify any issues / discrepancies and if found official letter will be sent	Graham	31/12/16	<p>Feedback from Graham</p> <p>I did look at the Planning Application for this property and have been unable to find anything I feel we can formally complain to BFBC about. The only anomaly that I have found relates to the garage. This originally sat further back from the house and the plans showed it in the original location. It has since been added as an integral part of the house under permitted development.</p> <p>COMPLETE</p>
13.	Tree on Broom Acres – overhanging branches – Richard to visit and assess and help	Richard	Next Meeting	<p>Richard went and spoke to the residents</p> <p>It's not overgrowing branches its right to light we can't offer a solution as this has been brought up with the council previously.</p> <p>COMPLETE</p>
14.	7 Spring Woods – They have an annex which was a Granny annex and they have been renting it for a number of years and didn't	Tracey	Next Meeting	<p>Action not followed up. Carried forward.</p>

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No	Action	Owner	Due Date	Update
	have planning Tracey will check planning situation / council tax situation of others in the estate			There is a house in Spring Woods with a similar issue.
15.	Over development to be discussed at AGM	Sue	Next AGM	Carried forward.
16.	Chris to trial a bank transfer to pay the annual fee	Chris	31/12/16	This was trialed but the reference wasn't carried forward to bank book. COMPLETE Richard to check if there is an online facility for the account or a way that they can tell you the reference. New action to be added
17.	Annual subscription due from 3 roads <ul style="list-style-type: none"> • Beech Ride • Greenways • Orchard Gate 	Karen	31/12/16	Beech Ride a bereavement has delayed this Greenways – Karen / Sue will share responsibility. Need to advertise the vacancy Orchard Gate – Received Action carried forward
18.	Chris to create newsletter. The following topics will be considered for inclusion <ul style="list-style-type: none"> • New Baby • Meat and seat event - vs drinks and nibbles. • Equipment to check the speed of cars. • 2 new reps for Broom Acres (south 8 houses) and Broom Acres evens. • AGM – Poor attendance • Over development • Subs are collected July / August / September £5 • AGM date • Quiz date • Bonfires / Noise / 	Chris	31/11/16	COMPLETE

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No	Action	Owner	Due Date	Update
	<ul style="list-style-type: none"> parties New website 			
19.	Newsletter to be distributed	Karen	24/12/16	COMPLETE
20.	Sue to prepare minutes for the next meeting and to take minutes. They will be rotated going forward	Sue	Next meeting	Sue felt the Chairman shouldn't write the minutes. Chris took back responsibility for this meeting. Chris would still like assistance going forward.
21.	More people to monitor email on their phones. – Chris will send out settings to set this up on phones	Chris	31/01/17	Carry forward
22.	Chris to set up a Drop Box folder so we can all access meeting minutes / letters / templates etc.	Chris	31/01/17	Chris has created a folder in the email account. The package came with 2GB of free storage. COMPLETE

Right Move Alerts



£800,000

4 bedroom detached house for sale
Broom Acres, Sandhurst, Berkshire

Marketed By Romans, Sandhurst

11/11/16



£525,000

3 bedroom bungalow for sale
Beech Ride, Sandhurst, Berkshire

Planning Applications

- **Eagle House field:** None
- **Greenways:**

Installation of front and rear dormer windows with loft conversion to provide habitable space on the first floor and part single storey front extension to provide en suite on the ground floor.

3 Greenways Sandhurst Berkshire GU47 8PJ

Ref. No: 16/01219/FUL | Validated: Tue 03 Jan 2017 | Status: Pending Consideration

Considered – No objection

- **Primrose Way:**

Erection of two storey side extension following demolition of existing garage, first floor rear extension and single storey front and side extensions

10 Primrose Way Sandhurst Berkshire GU47 8PL

Ref. No: 16/01094/FUL | Validated: Mon 07 Nov 2016 | Status: Approved

- **Kings Keep:** None
- **Spring Woods:**

Application for Certificate of Lawfulness for continued use of an annexe as independent dwelling (C3).

7 Spring Woods Sandhurst Berkshire GU47 8PU

Ref. No: 16/01054/LDC | Validated: Mon 31 Oct 2016 | Status: Pending Consideration

Tracey had not checked the council Tax situation. Action carried forward.

- **Little Moor:** None
- **Beech Ride:** None
- **Orchard Gate:**

Details pursuant to conditions 3 (Materials) of planning permission 15/01206/FUL.

12 Orchard Gate Sandhurst Berkshire GU47 8PP

Ref. No: 16/00244/COND | Validated: Fri 28 Oct 2016 | Status: Pending Consideration


Considered – No objection

- **Broom Acres:** None

Mouse price alerts

September 2016

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Address	Sold price	Sold date	Type
18. Broom Acres, GU47 8PW	£625,000	20 Sep 2016	4 bed detached
34. Mickle Hill, GU47 8QP	£475,000	13 Jul 2016	4 bed detached
3. Cookham Close, GU47 9RT	£645,000	26 Aug 2016	5 bed detached
3. Hungerford Close, GU47 9RY	£430,000	26 Aug 2016	4 bed terraced 
1. Edgbarrow Rise, GU47 8QH	£395,000	31 Aug 2016	3 bed detached
30. York Way, GU47 9DG	£400,000	26 Jul 2016	3 bed detached
21. Warren Close, GU47 9EL	£335,000	26 Aug 2016	3 bed terraced 
26. Severn Close, GU47 9RJ	£270,000	26 Aug 2016	2 bed terraced
89. Isis Way, GU47 9RB	£280,000	31 Aug 2016	2 bed terraced
13. Wellington Close, GU47 9AJ	£350,000	08 Aug 2016	3 bed semi-D

October 2016

Address	Sold price	Sold date	Type
19. Harts Leap Close, GU47 8PB	£395,000	30 Sep 2016	3 bed semi-D
4. Sylvan Ridge, GU47 8QT	£480,000	14 Oct 2016	3 bed detached
23. Farcrosse Close, GU47 9RX	£285,000	11 Jul 2016	2 bed terraced
24. Farcrosse Close, GU47 9RX	£286,000	30 Sep 2016	2 bed terraced
13. Squirrel Close, GU47 9DL	£455,000	30 Sep 2016	4 bed detached
5. Hungerford Close, GU47 9RY	£280,000	06 Oct 2016	2 bed terraced
207. Evenlode Way, GU47 9RL	£295,000	02 Aug 2016	2 bed terraced
1. Templar Close, GU47 8JP	£475,000	20 Sep 2016	3 bed detached
21. Forest End Road, GU47 8JT	£505,000	07 Oct 2016	3 bed semi-D
25. Fakenham Way, GU47 0YW	£565,000	23 Sep 2016	4 bed detached

SRA minutes

21/11/16

Donkey Derby

The Catholic Church will no longer be running the annual Donkey Derby, and have asked the SRA if we can take it over. The committee felt that, from experience in the past of trying to get volunteers to help with the annual parade, it would not be possible to attract enough people to help. In addition, the number of regulations that have to be followed nowadays would make it impossible.

The topic was discussed. The committee felt the SRA could have done more using their resources to help continue the event. New action added

Estate Maintenance

Nothing to report

Finances

£813.76 in credit

But

Subscriptions from 2 roads are due

Expenses for the website have not been paid

Richard wishes to step down due to personal commitments. A new treasurer will need to be sought. Richard is not able to continue his involvement in the committee in a general committee member capacity

Social Events

Quiz - 17th March – Committee to commit where possible to attend.

- Require a flyer by 17thFeb. Whole estate – New action added. Vacancies to be added to flyer
- Ian to write questions and send to Chris for printing ideally by the 17th February – New action added
- Ian will approach Toby to see if he can make a notice board for the island - – New action added
- Action - Wendy to organise prizes - – New action added
- Consider donation to school charity for the hall again. – New action added

Drinks / Nibbles or Meat and Seat

- No feedback was received
- With the changes in roles and current vacancies it was discussed by Sue whether we should hold an event this autumn or skip until 2018. To be discussed next meeting. – New action added

AGM

Need to consider advertising vacancies early; the rules should be attached to the email– New action added

AOB

- **Speed monitoring**
 - We will trial this before the next meeting.
 - Sue will organize
- **Email from Resident**
 - A resident raised a number of concerns re the committee related to their effectiveness in planning matters. The concerns were discussed but actions were in hand for most concerns already
- **Resignations**
 - Sue is stepping down as Chairman. Graham is interested in stepping in. She is happy to stay on the committee.
 - Richard will be stepping down and leaving the committee
- **Claire Iles**
 - Claire Iles posted on Facebook pre-Christmas as to whether there were any elderly residents who would benefit from a visit and gifts from her children at Christmas time.

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- Wendy reached out to her regarding residents who were elderly who may like gifts at Christmas. Sue provided a list of names. Claire put a note through their door. All bar one accepted.
- Action Chris to add to newsletter. Photos from Wendy.
- We discussed the fact this could be an idea which could be developed next year. We could pair elderly residents with interested residents.
- **Bins in front gardens**
 - Sue had received 3 complaints from residents.
 - There were strong views for and against on the committee. There are often valid reasons
 - The committee will consider a general email to residents and will add to the next newsletter
- **Neighbourhood watch**
 - Colin couldn't find the estates details on <http://www.ourwatch.org.uk/>. Details to be added – New action
 - We have the signs.
 - We were unclear who the coordinator now was. New action
 - Colin to review the signs – New action
- **Weed-killing**
 - Colin raised a concern regarding weed killing in the gutter.
 - <http://www.bracknell-forest.gov.uk/highway-management-and-maintenance-plan.pdf>
 - The Council no longer applies weed killer to or clears weeds from the highway network
 - Action add to next newsletter
- **Newsletter frequency**
 - Colin asked whether the newsletter was frequent enough
 - We provide 2 newsletters a year. The challenge is that it can take 4-6 weeks between starting a newsletter and it arriving through a letter box.
 - We discussed that we have 4 primary methods of communication
 - Facebook – Used for instant Communication of information. Used for general social communication e.g. local events
 - Website – Used for formal communication of e.g. Minutes
 - Email – Used for urgent communication- 2/3rd of estate reached.
- **Website**
 - We discussed that costs would be disproportionate this year due to
 - The 2 year registration of the address
 - The costs associated with legacy Support until Chris was able to recreate the website

Actions

No	Action	Owner	Due Date
1.	Main Longdown Lodge Estate sign – Ian to obtain estimate of work from Toby	Ian	Next Meeting
2.	In / Out signs require refurbishment. Ian and Robert to assess and refurbish.	Ian / Robert	Next Meeting
3.	The repairs made to the road edging have mostly come out. Patch repairs have not worked. Sue to progress with highways	Sue	Next Meeting
4.	The hydrants have been painted again. Unclear if this is all of them. Committee to check and report back next meeting	Committee	Next Meeting
5.	Sue to find out how much the 20 mph signs are to paint on the ground	Sue	Next Meeting

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No	Action	Owner	Due Date
6.	Chris to amend the association rules to incorporate the recommended changes	Chris	Next Meeting
7.	Committee to monitor the surface of Calvert walk	Committee	Next Meeting
8.	Responsibility of hedges down Calvert Walk to be discussed with residents	Sue	Next Meeting
9.	We were offered a free standing plastic bin for the alleyway leading onto the heath but we declined. Sue will chase Michael Brossard re a more appropriate bin – New action.	Sue	Next Meeting
10.	Letter to planning. Suggested amendments to be discussed with Graham before sending 1 – We do not feel there is consistency in application of planning rules. 2- We do not feel the same attention is paid to material amendments. 3 – Ian and Karen live in a Bungalow. The development of Bungalows was discussed in previous meetings and a different view point was reached. The letter should be discussed with them prior to sending.	Sue	26/01/17
11.	7 Spring Woods – They have an annex which was a Granny annex and they have been renting it for a number of years and didn't have planning Tracey will check planning situation / council tax situation of others in the estate	Tracey	Next Meeting
12.	Over development to be discussed at AGM	Sue	Next AGM
13.	Chris sent a bank transfer to pay the subs but it was not uniquely identifiable. Richard to check with Nationwide whether any additional information such as the reference can be provided either via a printout or online	Richard	Next Meeting
14.	Annual subscription due from 2 roads <ul style="list-style-type: none"> • Beech Ride • Greenways - Karen / Sue will share responsibility. Need to advertise the vacancy 	Karen / Sue	Next Meeting
15.	Vacancies – Chris to advertise <ul style="list-style-type: none"> • Greenways Rep • Chairman role • Treasurer role 	Chris	Next Meeting
16.	More people to monitor email on their phones. – Chris will send out settings to set this up on phones	Chris	31/01/17
17.	Chris to set up Colins email address in the committee distribution	Chris	21/01/17

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No	Action	Owner	Due Date
	list - colinmmayer@aol.com		
18.	<p>Donkey Derby – Sue to discuss with the SRA the following</p> <ul style="list-style-type: none"> • Could the SRA determine what was involved in running the event and the finances raised in previous years? This information could then be published in the SRA newsletter asking if any other charitable groups would be interested in taking on responsibility. One or more groups may be interested in joining together to run the event • A meeting could then be held for interested parties to learn more and for there to be a handover from the catholic church 	Sue	28/02/17
19.	Richard to check who is the signatory and then to consider swapping the additional signatories early before Sue / Richard step down from their roles. Tracey will be willing to go on	Richard	Next Meeting
20.	Quiz - Committee to commit where possible to attend.	Committee	17/03/17
21.	Chris to create Quiz Flyer	Chris	10/02/17
22.	Karen to organize distribution of quiz Flyer	Karen	17/02/17
23.	Ian to write questions and send to Chris for printing ideally by the 17 th	Ian	17/02/17
24.	Ian will approach Toby to see if he can make a notice board for the island	Ian	10/02/17
25.	Wendy to organise prizes for the Quiz	Wendy	16/03/17
26.	Donation to be paid to the school for loan of the hall	Wendy	17/03/17
27.	With the changes in roles and current vacancies it was discussed by Sue whether we should hold an event this autumn or skip until 2018. To be discussed next meeting	Committee	Next Meeting
28.	Speed monitoring – We will trial this before the next meeting.	Committee	Next Meeting
29.	Cabinets on the Island. These need to be Green. Sue to follow up with M Brossard	Sue	Next Meeting
30.	The story about Claire Iles to be added to the next Newsletter. Wendy to provide photos	Chris / Wendy	Next Newsletter
31.	Email regarding bins to be sent to residents and to be added to the newsletter	Chris	Next Newsletter
32.	Colin couldn't find the estates details on http://www.ourwatch.org.uk/ . Details to be added once we have	Sue	Next Meeting

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No	Action	Owner	Due Date
	determined who our coordinator is		
33.	Colin to undertake a review of Neighbourhood watch signs on the estate	Colin	Next Meeting
34.	Add weeds in Gutter to the next newsletter	Chris	Next Meeting

Date of Next Meeting: 30th March 2017

Location: Sue's house

- Previous Actions
- Right Move Alerts
- Planning Applications
- Mouseprice alerts
- SRA minutes
- Estate Maintenance
- Social Events
- AOB
 - AGM
 - Vacancies
 - Newsletter