

LLERA - Meeting Minutes

Meeting: Committee Meeting

Date/Time: 17/03/01

Venue: Sue's House

Attendees:

Name	Position
Sue O'Sullivan	Chairman
Chris Mackie	Secretary
Tracey Jones	Committee Member
Graham Ramsey	Committee Member
Colin Mayer	Committee Member
Robert Miles	Committee Member

Apologies / Absent

Name	Position
Wendy Miles	Committee Member
Ian Harrison	Committee Member
Karen Harrison	Committee Member

Agenda

This is an additional meeting outside of the course of the regular meetings

- Quiz related actions
- Role of Treasurer
- Discontent on the estate
 - Keith Manning's email.
 - Planning
- AOB
 - Items for next newsletter
 - Feedback from Sues meeting with Michael Brossard

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	Carried forward to 30/03/17

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No	Action	Owner	Due Date	Update
2.	In / Out signs require refurbishment. Ian and Robert to assess and refurbish.	Ian / Robert	Next Meeting	Carried forward to 30/03/17
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	Carried forward to 30/03/17
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	Carried forward to 30/03/17
5.	Sue to find out how much the 20 mph signs are to paint on the ground	Sue	Next Meeting	Carried forward to 30/03/17
6.	Chris to amend the association rules to incorporate the recommended changes	Chris	Next Meeting	Carried forward to 30/03/17
7.	Committee to monitor the surface of Calvert walk	Committee	Next Meeting	Carried forward to 30/03/17
8.	Responsibility of hedges down Calvert Walk to be discussed with residents	Sue	Next Meeting	Carried forward to 30/03/17
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	Carried forward to 30/03/17
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	Carried forward to 30/03/17
11.	7 Spring Woods – They have an annex which was a Granny annex and they have been renting it for a	Tracey	Next Meeting	Carried

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No	Action	Owner	Due Date	Update
	number of years and didn't have planning Tracey will check planning situation / council tax situation of others in the estate			forward to 30/03/17
12.	Over development to be discussed at AGM	Sue	Next AGM	Carried forward to 30/03/17
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	Carried forward to 30/03/17
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	Carried forward to 30/03/17
15.	Vacancies – Chris to advertise <ul style="list-style-type: none"> Greenways Rep Chairman role Treasurer role 	Chris	Next Meeting	Carried forward to 30/03/17
16.	More people to monitor email on their phones. – Chris will send out settings to set this up on phones	Chris	31/01/17	Carried forward to 30/03/17
17.	Chris to set up Colins email address in the committee distribution list - colinmmayer@aol.com	Chris	21/01/17	COMPLETE
18.	Donkey Derby – Sue to discuss with the SRA the following <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	Carried forward to 30/03/17
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	Tracey has taken on the role of

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No	Action	Owner	Due Date	Update
				Treasurer
20.	Quiz - Committee to commit where possible to attend.	Committee	17/03/17	COMPLETE
21.	Chris to create Quiz Flyer	Chris	10/02/17	COMPLETE
22.	Karen to organize distribution of quiz Flyer	Karen	17/02/17	COMPLETE
23.	Ian to write questions and send to Chris for printing ideally by the 17 th	Ian	17/02/17	COMPLETE
24.	Ian will approach Toby to see if he can make a notice board for the island	Ian	10/02/17	Carried forward to 30/03/17
25.	Wendy to organise prizes for the Quiz	Wendy	16/03/17	Carried forward to 30/03/17
26.	Donation to be paid to the school for loan of the hall	Wendy	17/03/17	Carried forward to 30/03/17
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	Carried forward to 30/03/17
28.	Speed monitoring – We will trial this before the next meeting.	Committee	Next Meeting	Carried forward to 30/03/17
29.	Cabinets on the Island. These need to be Green. Sue to follow up with M Brossard	Sue	Next Meeting	Carried forward to 30/03/17
30.	The story about Claire Iles to be added to the next Newsletter. Wendy to provide photos	Chris / Wendy	Next Newsletter	Carried forward to 30/03/17
31.	Email regarding bins to be sent to residents and to be added to the newsletter	Chris	Next Newsletter	Carried forward to 30/03/17
32.	Colin couldn't find the estates details on http://www.ourwatch.org.uk/ . Details to be added once we have determined who our coordinator is	Sue	Next Meeting	Carried forward to 30/03/17

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No	Action	Owner	Due Date	Update
33.	Colin to undertake a review of Neighbourhood watch signs on the estate	Colin	Next Meeting	Carried forward to 30/03/17
34.	Add weeds in Gutter to the next newsletter	Chris	Next Meeting	Carried forward to 30/03/17

Quiz related actions

- Preparations for the quiz were discussed.

Discontent on the estate

- Keith Manning's email.
 - An email from a resident was discussed. A number of concerns had been raised and actions were agreed.
- Planning
 - The general concern about over development and planning was discussed and actions were noted.

Role of Treasurer

- The role had been advertised to residents via email. No residents had come forward for the full time post.
- Keith Manning had Volunteered for the post on an interim basis only up until the AGM
- Tracey has stepped forward and asked that she be considered for the post on a permanent basis
- Tracey was accepted for the post. Tracey will of course require confirmation at the AGM.

AOB

Feedback from Sues meeting with Michael Brossard

- Gabby Kennedy – STB and BC – Michael has handed over the responsibility for the need for a Bin leading into wild-moor heath to Gabby Kennedy. There will be a bin which will be emptied 2 x a week. Sue will discuss with the neighbor's.
- More 30MPH will be placed on the Crowthorne road

Actions

No	Action	Owner	Due Date
35.	Main Longdown Lodge Estate sign – Ian to obtain estimate of work from Toby	Ian	30/03/17
36.	In / Out signs require refurbishment. Ian and Robert to assess and refurbish.	Ian / Robert	30/03/17
37.	The repairs made to the road edging have mostly come out. Patch repairs have not worked. Sue to progress with highways	Sue	30/03/17
38.	The hydrants have been painted again. Unclear if this is all of them. Committee to check and report back next meeting	Committee	30/03/17

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No	Action	Owner	Due Date
39.	Sue to find out how much the 20 mph signs are to paint on the ground	Sue	30/03/17
40.	Chris to amend the association rules to incorporate the recommended changes	Chris	30/03/17
41.	Committee to monitor the surface of Calvert walk	Committee	30/03/17
42.	Responsibility of hedges down Calvert Walk to be discussed with residents	Sue	30/03/17
43.	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	30/03/17
44.	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	30/03/17
45.	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	30/03/17
46.	Over development to be discussed at AGM	Sue	30/03/17
47.	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	30/03/17
48.	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	30/03/17
49.	Vacancies – Chris to advertise <ul style="list-style-type: none"> • Greenways Rep • Chairman role • Treasurer role 	Chris	30/03/17
50.	More people to monitor email on their phones. – Chris will send out settings to set this up on phones	Chris	30/03/17
51.	Donkey Derby – Sue to discuss with the SRA the following <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 	Sue	30/03/17

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No	Action	Owner	Due Date
	charitable groups would be interested in taking on responsivity. One or more groups may be interested in joining together to run the event <ul style="list-style-type: none"> A meeting could then be held for interested parties to learn more and for there to be a handover from the catholic church 		
52.	Ian will approach Toby to see if he can make a notice board for the island	Ian	30/03/17
53.	Wendy to organise prizes for the Quiz	Wendy	30/03/17
54.	Donation to be paid to the school for loan of the hall	Wendy	30/03/17
55.	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	30/03/17
56.	Speed monitoring – We will trial this before the next meeting.	Committee	30/03/17
57.	Cabinets on the Island. These need to be Green. Sue to follow up with M Brossard	Sue	30/03/17
58.	The story about Claire Iles to be added to the next Newsletter. Wendy to provide photos	Chris / Wendy	30/03/17
59.	Email regarding bins to be sent to residents and to be added to the newsletter	Chris	30/03/17
60.	Colin couldn't find the estates details on http://www.ourwatch.org.uk/ . Details to be added once we have determined who our coordinator is	Sue	30/03/17
61.	Colin to undertake a review of Neighbourhood watch signs on the estate	Colin	30/03/17
62.	Add weeds in Gutter to the next newsletter	Chris	30/03/17
63.	Chris to update AGM meeting minutes with the chairman's speech	Chris	07/04/17
64.	Tracey to break down the accounts for the last few years using a standard set of buckets.	Tracey	30/03/17
65.	Chris to check how formal the AGM's need to be before the next AGM -	Chris	11/05/17
66.	Chris to highlight the value of the Neighbourhood watch scheme on residents insurance in the next newsletter.	Chris	07/04/17
67.	Tracey to ensure that there is a full breakdown of accounts going forward that will be available on the website and upon request. Chris to mention this in the next newsletter	Tracey / Chris	07/04/17
68.	Tracey to ensure future account summaries show a year on year comparison	Tracey	11/05/17
69.	Secretary's report to be abolished in future AGM's and instead specific topics will be covered instead.	Chris	11/05/17
70.	Karen to provide a list of all residents who aren't paying the full subscription and the reason to be understood / investigated	Karen	30/03/17

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71.	Graham to help people understand how to object to planning. Graham to create something for the newsletter and to cover this in a dedicated session at the AGM. Chris will require a short paragraph to publicize this for the AGM in the next Newsletter.	Graham / Chris	31/03/17
72.	Chris to respond to Keith Manning's email	Chris	31/03/17
73.	Graham to create a checklist that can be used when we assess planning applications and Test it against 1 Broom Acres	Graham	11/05/17
74.	Chris to add the following items to the next newsletter <ul style="list-style-type: none"> • 20 - MPH - Applies to all residents • Cars on road and emergency vehicles • Thank you for removing bins from drives. 	Chris	07/04/17
75.	Chris to send out the AGM flyer at the same time as the newsletter	Chris	07/04/17
76.	Robert to write a questionnaire to be placed in the back of the flyer. This will be placed on the AGM flyer and handed out at the AGM	Robert	07/04/17
77.	Sue to discuss the Bin leading into Wildmoor heath with the affected neighbours	Sue	30/03/17

Date of Next Meeting: 30th March 2017

Location: Wendy and Roberts house

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