

**Minutes of Meeting  
Tuesday 10 April 2018 7.30 pm in SSC**

**1. Attendance and apologies**

Attendance: Chris Abberton, Ian Croston, Ian Eiloart, Matt Gardner, Nicky Helliwell, Sheri Kinbrum, Gerry Mountfort, Dave Munley

Apologies: Sam Borman, Wendy Borman

**2. Review and approval of previous minutes**

CTM 8 March 2018

- Treasurer hand-over from CA to GM is ongoing with the final action, access to internet banking, yet to complete. Action on GM to arrange access with Co-op Bank.
- NH sought and received CT approval for an SSC hire charging policy with reduced rates for commercial activities, from £18 down to £15, community activities, from £12 down to £10, and party activities to be £17, effective from 1 September 2018. Further engagement with JRHT through JL to ensure effective publicity of the changes so as to maximise SSC usage towards 30% target.
- Minutes of 8 March were approved.

**3. Review and update of actions from previous meetings – round the table**

3.1 Monthly meeting: nothing to report.

3.2 Liaison meeting: aims and objectives for future meetings yet to be agreed with AB.

3.3 Quarterly meeting: following the demise of Sean Rafferty, these meetings no longer take place. They are to be prepacked by tagging on a meeting to the liaison meetings. Details yet to be confirmed.

3.4 Lotherington lake meeting: IE to issue full notes covering meeting in due course. Highlights:

- Repair of coping stones to start soon with charges to the maintenance fund.
- Repair works on a post/rail fence and fine mesh cover for the gabions are postponed until autumn, both funded by JRHT.
- Hedge planting simplified to a few thorny species so as to simplify maintenance.
- Cold weather treatments and surface conditions on the midway path discussed also details of the memorial garden will be issued, for internal information, to DRA.

**4. Treasurer's report**

4.1 IC and GM are now recognised as authorised signatories for the DRA bank account.

4.2 An account surplus in the order of £100 to £200 is anticipated.

4.3 A discussion on 'fund raising' would be prudent given that DRA funds just about meet the requirements. It is unclear whether this discussion should be undertaken in advance of a requirement or just when needed

**5. Agenda items**

5.1 "Derwenthorpe Five Years On" – proposed talk by David Friend

- IC provided copies of a document entitled "Derwenthorpe, Five Years On – A Celebration" that has been prepared by DF and issued for discussion purposes.
- Many details still unclear however, further details should emerge from meeting between IC, NH and DF.
- CT position on supporting the event is generally in favour, but not unanimous.
- Strong concerns regarding the applicability and relevance of the event to the whole community were expressed, inclusivity is vital.

- There was agreement from all present that the DRA was best placed to prepare and deliver to topics currently entitled 'Developing Community' and 'Lessons Learned to Date'.
  - There was also agreement that the acronym 'DRA' should not appear in the banner headline on the event documentation and or publicity material.
  - DRA agree to support the event with both content and speakers.
  - JRHT have not signed up for the event yet.
- 5.2 Finance review. Covered at 4 above.
- 5.3 Community pot status and other items
- Chiarina paid £76 to DRA bank account.
  - IC agreed to meet and discuss the open garden event with JP in order to clarify progress on the event organisation.
  - A discussion of a petty cash fund concluded it was impractical to offer, given that the community pot (CP) was available.
  - It was agreed to simplify the CP application process, particularly completion of the form.
  - IE agreed to produce an email based form that could be fully completed without the need to post hand written sheets through letter boxes.
- 5.4 Derwenthorpe Governing Group – next steps
- With DPAC coming to an end within twelve months there is a need to generate the terms of reference for the follow-on group/body.
  - DRA to meet and discuss with JO of JRHT as part of new extended liaison meeting?
- 5.5 Heating – update and next steps
- A group comprising Veolia, JRHT and Derwenthorpe residents (DF, AW and IC) will meet to discuss heating/hot water issues in the context of the algorithm and system efficiency. No dates agreed yet.
  - DF has agreed to rerun the 'heating meeting' in May, date yet to be announced.
  - IE stated that an opportunity would be provided for concerned residents to bring their heating bill information to an expert group for help in determining the health/efficiency of individual homes.
- 5.6 Division of secretarial role
- IC provided copies of a document prepared by WB outlining the proposed splitting of the current DRA secretarial role, for team member consideration.
  - Three separate roles are proposed: meeting/minute secretary, communications secretary and community pot administrator.
  - IC advised that the proposed split, when agreed, would come into effect following the AGM.
  - WB is looking to continue with the CT in the role of communications secretary

## **6. Dates of next meetings**

- 6.1 Parking – Tuesday 17 April 2018, 3.00 pm, SSC
- 6.2 DWH – Thursday 19 April 2018 2.00 pm SSC
- 6.3 Liaison and follow on strategic planning meeting – Tuesday 8 May 2018, 1.30 pm to 3.30 pm, SSC NH to contact JO and AD to suggest longer meeting time.
- 6.4 AGM – Wednesday 23 May 2018, 7.30 pm to 9.30 pm, SSC
- 6.5 CTM – Wednesday 9 May 2018, 7.30 pm to 9.30 pm, SSC

## **7. Any other business – round the table**

- 7.1 IC indicated his intention to stand down from the position of DRA chair in the September/October 2018 timeframe.
- 7.2 CA stated that he will stand down from the CT following the AGM when GM assumes full responsibility for the treasurer's position.
- 7.3 NH outlined the concerns of a resident who reported an ongoing issue with dog fouling in close proximity to their home. It is accepted that dogs will do what dogs need to do and generally, responsible dog owners will clean up after their pets. It is also accepted as impractical for owners to totally clean up all the dog mess residue. The CT does not agree with limiting dog owners to exercising their pets on a lead. ACTION NH to email reply accordingly.