

**DRA Core Team
Minutes of Meeting
16 August 2018, 7.30 pm at SSC**

1. Apologies and attendance.

Attendance: Sam Borman, Wendy Borman, David Casswell, Ian Croston, Ian Eiloart, Matt Gardner, Nicky Helliwell, Sheri Kinbrum, Gerry Mountfort, Dave Munley. Also Neil Swindells, who was welcomed as a resident observer. Ian C reminded everyone that the discussions should be treated in confidence.

2. Review and approval of previous minutes.

2.1 CTM 4 July 2018. Approved. Review and update of actions –

- Re 1 (Departure of Chris O'Neil, caretaker). Nicky was thanked for organising the gathering, collection and card for Chris.
- Re 5.1. Covered at this meeting item 7.
- Re 5.1. Complete – new forms now on website but available for amendment at any time.
- Re 5.3. Outstanding. Action – Ian C.
- Re 5.4. Overtaken by events. Covered at this meeting item 3.1.
- Re 5.7. Covered at this meeting item at 6.
- Re 5.8. Covered at this meeting item 5.
- Re 7.1. Complete, but now overtaken by events as a new temporary caretaker has been appointed.

2.2 ARM 17 July 2018. Approved pending acceptance at next ARM.

- Re 5 (internet outages). Outstanding. Action – Ian E. However Matt stated that he also works at home and had only experienced a couple of outages in the last three years.

3. Treasurer's report. This has been circulated and is in Dropbox. No change from the previous report apart from \$8 payment for subscription renewal to DNSimple for the website domain name.

3.1 CAN petty cash. This has been accepted by CAN, and members are aware and that they will be expected to provide receipts where possible. An initial float of £50 was agreed, to be kept by Gerry.

4. Matt's resignation. Matt has decided to resign as of this meeting, his reasons being that of having insufficient time and wanting to be involved in other things. He also said that he was frustrated by the slow pace of decision-making and progress which affects the DRA's dealings with JRHT and DWH. Ian C thanked Matt for his very valuable contribution on the core team.

4.1 Delegate new Facebook administrator. There were no volunteers to share this role with Ian C.

4.2 Delegate new community pot administrator. There were no volunteers to share this role with Gerry.

4.3 Delegate new lead on ASB. There were no volunteers to take on this role.

4.4 Recruiting new core team members. For the DRA to survive, it was agreed that there was a need to actively recruit new team members, with the resignation of Matt, Nicky and Ian C standing down before the next AGM, and others who may be considering not standing at the next AGM. It was decided that there should be a call for volunteers on the September ARM agenda and on the next newsletter (due out in November). It was also considered that a personal approach was often productive – Nicky mentioned that she had spoken to two residents who might be interested.

5. Liaison meeting. Nicky reported that at the last liaison meeting she and other team members who were there shared the feeling that there was a lack of co-operation, commitment and engagement from JRHT staff, with outstanding and unresolved issues from over five years ago. As there appears to be no viable contract between JRHT and DWH, then JRHT have no leverage over DWH. Minutes of the meeting are in Dropbox, but key outstanding issues are MVHR/MEV, lighting, road adoption and covenants. It was agreed that this needs to be taken further with JRHT. Action – Ian C to discuss with Joel.

6. DGG.

6.1 Resident consultation. This will be opened at the September ARM, and will be the only item on the agenda. The possibility of a weekend presentation at the end of the consultation process was also discussed, along with questionnaires and face-to-face discussions between team members and residents. It is not known how this will be financed – printing, SSC room hire etc. For the moment, the TORs are in abeyance, but team members should read them and input comments to Ian C.

6.2. A letter from a resident regarding the structure and function of the core team, and the current constitution. After a short discussion, Ian E agreed to draft a response. Action – Ian E.

7. CAN. Sheri stated that at the last CAN meeting agreement was reached about the process of allocating supported hours at the SSC for certain community activities, this being including representation from the DRA (Sheri, David or another core team member in their absence), JL for JRHT, and members of the CAN. The DRA will represent the residents as 25 of the 50 supported hours are being paid for out of the EMC.

8. Review and update of actions from other meetings – round the table.

8.1 Liaison meeting. These are all contained in the meeting minutes in Dropbox, but in addition to those discussed at item 5 include our request for a notice board, signage, and Derwent Way road signs. A request for a financial review will be made at the next liaison meeting. Action – Ian C.

9. Dates of next meetings.

9.1 Quad bike meeting (DRA/SUSTRANS/JRHT/CYC) – Thursday 16 August 2018, 11.00 am to noon, SSC

9.2 Monthly meeting (DRA/DWH/JRHT) – Thursday 23 August, 2.00 pm to 3.00 pm, SSC

9.3 Liaison/strategy meeting – Tuesday 11 September, 1.30 pm to 3.00 pm, SSC

9.4 DGG meeting – Tuesday 25 September, 2.30 pm, 26 Derwent Way

9.4 ARM – Wednesday 26 September 2018, 7.30 pm, SSC

10. Any other business. There was none.

Note for residents

If you want any further information about any items discussed at this meeting, please contact the secretary by emailing secretary@derwenthorpe.co.uk or phoning 01904 500462.

Key to abbreviations

ARM – all residents’ meeting	Joel – Joel Owen, Deputy Director Development and Asset Management, JRHT
ASB – anti-social behaviour	
CAN – community activity network	MVHR/MEV – mechanical ventilation heat recovery/mechanical extraction ventilation
CTM – core team meeting	
CYC – City of York Council	SUSTRANS – SUSTainable TRANSport (a UK sustainable transport charity)
DGG – Derwenthorpe governing group	
EMC – estate management charge	TORs – terms of reference