

**DRA Core Team
Minutes of Meeting
19 September 2018, 7.30 pm at SSC**

1. Apologies and attendance.

Attendance: Sam Borman, Wendy Borman, David Casswell, Ian Croston, Nicky Helliwell, Sheri Kinbrum, Gerry Mountfort

Apologies: Ian Eiloart, Dave Munley

2. Review and approval of previous minutes.

2.1 CTM 15 August 2018. Approved. Review and update of actions –

- CTM 4 July 2018 re 5.3 – role descriptions for chair and vice chair. Outstanding. Action Ian C.
- Re 2.2. Outstanding. Action – Ian E.
- Re 4.1. Katrina Mountfort has volunteered to take on the role of Facebook administrator (as a resident). This was agreed.
- Re 4.3. David agreed to take the DRA lead on ASB.
- Re 6.1. Covered at this meeting item 6.
- Re 6.2. Complete.

3. Treasurer's report. This has been circulated and is in Dropbox. Outgoings since the last report were a payment from the CP of £89 for the soup and sandwich event; £7.54 to purchase a cash box to hold the CAN £50 float; cash withdrawal of £50 to fund the CAN float.

4. Soup and sandwich event. David Casswell's application, previously agreed by email was ratified.

5. Liaison meeting. Nicky reported on both the strategic and liaison elements. It was felt that Joel was unprepared and not up-to-date for the strategic part. Issues discussed were MVHR, MEV, garage doors, lighting, road safety and Phase 5. Issues discussed in the liaison part were signage, lighting, white painted houses and landscaping. Meeting notes are in Dropbox. The time frame for the re-instatement of the path to the library and collapsing porches will be raised at the next meeting. Action – Ian C.

6. DGG. There will be a meeting with Joel at Steven Burkeman's at 2.30 pm on Tuesday 25 September 2018, along with the resident consultation at the ARM on Wednesday 26 September 2018 which will include the relationship between JRHT and the DGG and the role of the DRA. Practical aspects were discussed, including set-up of the room and stationery requirements.

7. PLI. The draft response to Joanne's request for an explanation as to why the DRA consider the CP should fund the PLI premium was agreed and will be sent to Joanne. Action – Wendy.

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

8.1 CAN. Sheri stated that Sam and Wendy had attended the last meeting to explain PLI and the CP process and felt that there was a better understanding amongst those who were there. To be more inclusive, the meeting was held in the evening and this proved very successful. The November meeting will discuss a year plan, and a Google calendar (or similar) will be created. There was an agreement that a bi-monthly "what's on" leaflet would be delivered to all residents

9. Dates of next meetings.

- 9.1 DGG meeting – Tuesday 25 September 2018, 2.30 pm, Steven Burkeman's
- 9.2 ARM – Wednesday 26 September 2018, 7.30 pm, SSC
- 9.3 CTM – Wednesday 17 October 2018, 7.30 pm, SSC
- 9.4 Strategy/liaison meeting – Tuesday 13 November 2018, 1.30 pm/2.15 pm respectively, SSC

10. Any other business.

10.1 Re Phase 5 (National Grid), Ian C reported there had been assurance from Joel that there would be resident consultation in the second week of October, and the deadline for objections would be in early November. It was noted that the application does not formerly state that building access will be via Fifth Avenue, although it is unlikely to be by anywhere else. It was suggested that there should be a planning constraint for times of lorry access because of safety and noise issues. Ray Walker has asked for the DRA support to take on this issue, and in view of his expertise this was agreed with our full support. It was agreed that the DRA can inform residents via our website and Facebook pages. Action – Ian C (Ray and Facebook; Sam (website).

10.2 Wendy stated that she would not be seeking re-election at the next AGM.

10.3 Wendy reported that dates for the caretaker interviews will be on Friday 5 October 2018, and other details will be shared as received from Joanne.

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

ASB – anti-social behaviour

CAN – community activity network

CP – community pot

CTM – core team meeting

CYC – City of York Council

DGG – Derwenthorpe governing group

EMC – estate management charge

Joanne – Joanne Lofthouse, Derwenthorpe Manager

Joel – Joel Owen, Deputy Director Development and Asset Management, JRHT

MVHR/MEV – mechanical ventilation heat recovery/mechanical extraction ventilation

PLI – public liability insurance

SUSTRANS – SUStainable TRANSport (a UK sustainable transport charity)

TORs – terms of reference