

**DRA Core Team  
Minutes of Meeting  
16 January 2019, 7.30 pm at Energy Centre**

**1. Apologies and attendance.** The meeting was chaired by Ian Eiloart. Items were taken out of order to enable DGG business to be completed whilst Ian C and Nicky were present.

Attendance: Sam Borman, Wendy Borman, David Casswell, Ian Eiloart, Gerry Mountfort, Dave Munley. Also Ian Croston and Nicky Helliwell to join in discussion Items 2 and 3.

Apologies: Sheri Kinbrum

**2. DGG update.**

- Sam reported that it had been decided there will now be no interim DGG. This is because the change in DPAC TORs have not been agreed by CYC, due to a misunderstanding. This means that JRHT are no longer under pressure to hold a DPAC meeting, so an interim DGG is no longer needed.
- There are currently no volunteers from residents for DGG, apart from Ian E, Ian C and Nicky.
- It was agreed that the differing roles of the DRA CT and the DGG need to be clearly defined, so that residents are in no doubt about what they are volunteering for. This will be included in the calling notice for the AGM and elections. **Action – Wendy.**

**3. DGG – TORs of resident membership and organisation of election.**

- The election process document had already been circulated, along with the timeline of actions. It will be included in the DGG folder on Dropbox, so that Nicky and Ian C can have sight of it. Both DRA CT and DGG elections will be organised in the same way.
- It was agreed that an explanation of the election arrangements should be made available to residents on the website. **Action – Sam.**
- TORs of resident membership were discussed. It was agreed that these should be prepared, and reflect the DRA constitution regarding age for volunteering, code of conduct, attendance etc. **Action – Wendy.**
- It was agreed that the draft DGG agreement, the election arrangements and the TORs for resident membership would be presented at the March ARM for endorsement by those present.
- It was noted that Wendy and Sam will be away at crucial times for the organisation of any election, but Wendy would prepare as much as possible in advance. **Action – Wendy.**

**4. Review and approval of previous minutes.** Approved. All actions complete, overtaken by events, or covered elsewhere in this meeting, except for

- Item 2.1 bullet 1 – internet outages. Originally Item 2.2 of CTM 15 August 2018 which remains outstanding. **Action – Ian E.**
- Item 6 – sound system. Gerry stated that Joanne has said the settings of the sound system had been changed by a user, and it is understood this has resulted in the poor sound quality. The firm that installed it are returning to re-set it. Training will be offered to those groups that use the system.

**5. Treasurer's report.** This has been circulated and is in Dropbox.

DRA balance	£754.01
Ringfenced CP balance	£4150.85
Ringfenced CAN balance	£210.00
Closing balance (to reconcile to bank account)	£5114.86

Recent DRA outgoings were £31 for the ARM flyer. Recent CP activity include a partial payment of £13 has been made to Phill (with our offer to also pay for the printing but to date there has been no reply); Chiarina has repaid her grant of £100. £210.00 in cash is also being held for the CAN, including cash from the Sunday coffee mornings and the cash float (which remains unused). Gerry reported that the last CAN meeting minutes include an action for the DRA to also hold the DPAC community fund grant for the LotsOn leaflet. Following a discussion, it was agreed that whilst the DRA should hold CAN funds in the short term, the CAN could work towards holding and managing their own funds, particularly in the event of the DRA ceasing to exist. **Action – David and Sheri.**

**6. Community pot application – Derwenthorpe Nature Group.** This has been circulated in Dropbox. The application of £14 for printing leaflets was approved unanimously, with the exception of Wendy (the applicant) and Sam (her husband) who both abstained.

**7. Future of the DRA.** Following Ian C and Nicky recently leaving, there was a discussion on the future viability of the DRA CT and therefore the DRA itself. Sam, Wendy and Gerry stated it was their intention to stand down at the AGM in May. Dave is currently unwilling to commit due to health reasons. Only David and Ian E have confirmed their intention to stand again. (Sheri's intention is not yet known.) It was considered that with the set up of DGG and building issues gradually resolving, the matters the DRA currently deal with will be reduced. As there has been no interest from residents to join the CT, some felt that this may be a message from them that the DRA is no longer needed, although a few believed there would always be a place for it. It was felt that the coming together of the CAN and the DRA should be considered, although it was appreciated that the CAN would probably not support this idea. However, in the event of there being insufficient volunteers for the CT, then the DRA would have to be dissolved. This would have far reaching repercussions on the Derwenthorpe community, and the CAN in particular. The bank account would have to be closed (and funds returned or disbursed in some way); and there would be no access to purchase PLI which would mean no outdoor events could be organised. It was agreed that the likelihood of this happening, and its impact, should be made obvious on the calling notice, particularly as the last newsletter was very clear in asking for volunteers, but none came forward. Sam stated that once he leaves, he is still willing to act as Webmaster if no-one else want to.

**8 Phase 5.** Ray's proposed response on behalf of the DRA to this planning application was discussed at some length. It was decided unanimously that the CT could not support it, as we have not been made aware of any specific resident testimonies relating to the planning application, and therefore could not judge Ray's comments to be truly representative of those Derwenthorpe residents most affected. Only one other resident apart from Ray has approached the CT, out of the 70 who live in Derwent Way and are affected, and only one resident to date has lodged an objection comment with City of York Council. It was agreed that we would submit our own objection comment as the DRA rather than Ray speak on our behalf. This would be to request CYC impose a traffic management plan on the application. Also, we would ask for the consideration of alternative routes for construction and site traffic. **Action – Ian E.**

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

9.1 Notes covering the liaison meeting on 15 January 2019 are available in Dropbox. It had been suggested by Andrew that there was duplication by having meetings of the DRA with JRHT, and meetings of the DRA with JRHT and DWH, and there was a case to have just one meeting with all three parties. This was agreed. It was also agreed that Tuesday afternoons continue to be the best for everyone. **Action – Sam.**

**10. Dates of next meetings.**

10.1 ARM – Wednesday 23 January 2019, 7.30 pm, energy centre

10.2 CTM – Wednesday 20 February 2019, 7.30 pm, energy centre

10.3 DRA/JRHT/DWH meeting – Tuesday 12 March 2019, 2.30 pm, energy centre (cut off date for agenda items Tuesday 5 March 2019)

**12. Any other business.**

- It was agreed that Ian E should take over as chair until the AGM. It was also agreed that there was no need to have a vice chair. Joanne has asked to be informed. **Action – Wendy.**
- Dave offered to take the minutes for the next ARM, in the absence of Wendy.
- Sheri will be asked to look after the Fastmail account for Wendy from 30 January until 14 March, but Sam will be able to continue to administer the website and Dropbox.

#### ***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](mailto:secretary@derwenthorpe.co.uk) or phoning 01904 500462.***

#### ***Key to abbreviations***

***AGM*** – annual general meeting

***Andrew*** – Andrew Black, Derwenthorpe Project Manager, JRHT

***ARM*** – all residents' meeting

***CAN*** – community activity network

***CP*** – community pot

***CT*** – core team

***CTM*** – core team meeting

***CYC*** – City of York Council

***DGG*** – Derwenthorpe governing group

***DPAC*** – Derwenthorpe Partnership Advisory Committee

***DWH*** – David Wilson Homes

***Joanne*** – Joanne Lofthouse, Derwenthorpe Manager, JRHT

***PLI*** – public liability insurance

***TORS*** – terms of reference