

WESTGATE RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on 29 June 2016 at 15 Westgate.

Present:

Brian Bird (BB)
Richard Brownfield (RB)
Anthony Quail (AQ)
Brian Raincock (BR)
Tony Schofield (TS)
Paula Street (PS)
Vince Waldron (VW)
Sandi Young (SY)

Apologies:

Colin Hicks

1. MINUTES

(a) Minutes of meeting held on 4 May 2016

1.1 The minutes of the meeting held on 4 May 2016 were approved as a correct record.

(b) Minutes of Extraordinary Meeting held on 6 June 2016

1.2 Minutes of the Extraordinary Meeting held on 6 June 2016 were approved as a correct record.

2. Matters arising

WHF

2.1 Reference was made to Minute no. 4.1 - the WHF development proposals. RB reported that he had met Louise Goldsmith, local county councillor (and Leader of WSCC) on two occasions since the last meeting. Discussions had centred on orchestrating a media campaign and letters to the Chichester Observer. The intention was for the newspaper to produce an article or series of articles on WHF and the problems as the local RAs envisaged them arising from the proposed development.

Adopt a planter

2.2 Reference was made to minute no 6.1. It was reported that a licence from the Council was awaited. One meeting had been held with Peter Cox, the City Council's gardener, who was advising on suggested planting schemes for the Westgate planters.

Coffee morning

2.3 It was noted that comments had been received from some residents that they did not know the purpose or reason for the collection at the coffee morning at the beginning of June. There was a need to be more explicit about the reasons for raising funds.

3. Treasurer's Report

3.1 TS indicated his wish to resign as Treasurer and a member of the Committee at AGM in November. VW volunteered to act as shadow Treasurer with a view to taking over the role in the absence of any other nomination coming forward at the AGM.

3.2 RB and TS signed the forms at the meeting to transfer the WGRA account into VW's name as an authorised signatory to the account along with the Chairman.

3.3 It was reported that following the last coffee morning there was now £294.75 in the account.

4. WHF and Traffic

4.1 RB reported that the joint submission from the four RAs and the Chichester Society had been had been submitted to CDC the previous Friday. It was hoped that Jo Bell, Planning Officer CDC, would consider the points raised in the joint submission in preparing her report to the Planning Committee. RB had circulated earlier in the day a copy of an internal memorandum between the Planning Policy Team and Development Control Team at CDC setting out officer comments on the WHF application which concluded that the application met the Local Plan policies. It was noted that the advice had been given prior to the RAs' submission so it was not known how officers would react to the submission.

4.2 It was agreed that the joint submission would be circulated to all residents as soon as possible.

4.3 Committee members were encouraged to write to the Chichester Observer to outline concerns about the WHF development and to encourage other residents to do the same. AQ advised that the Chichester Society's response referred to the "largest cul de sac in Europe." RB would make arrangements to speak in opposition to the planning application at the Planning Committee meeting. It was anticipated that the application would be considered at the meeting on 20 July*. It was agreed therefore that the comments made by members of the Planning Committee at its previous meeting when the application was considered would be recited in the RA's presentation to the Committee as it was felt that this could possibly add weight to the opposition's case. [*it was subsequently confirmed that the application would be considered on 14 September]

4.4 The cost of seeking counsel's opinion had increased from the original estimate of £250 to £420. The Chairman offered to underwrite the cost in the short term whilst WGRA raised the funds to meet the costs.

4.5 It was agreed that WGRA's contribution to Richard Plowman, CDC councillor, should be made as quickly as possible.

4.6 The future funding of WGRA's activities was discussed in detail. After much discussion it was generally felt that the current ad hoc donations arrangement from residents was not sustainable for the future. It was felt that if residents were asked to pay a membership subscription people would feel more engaged in the activities of the RA. It was noted that the WGRA constitution allowed for the Committee to agree whether or not to levy a membership subscription. However, it was agreed that that a proposal to introduce a subscription would be presented to the AGM in November to agree.

4.7 In the meantime, it was agreed that:

(1) £200 from current funds would be put towards the cost of counsel's opinion with the remainder of £220 being met by the Chairman until the necessary funds were available in the WGRA bank account;

(2) consideration be given to having a raffle at the monthly coffee mornings as well as seeking donations towards funds to meet the shortfall;

(3) a letter would be sent to all those residents on the mailing list seeking donations towards the costs so far and to mention the prospect of introducing a membership subscription at the next AGM; and

(4) consideration be given at the next meeting on the level of membership subscriptions to be proposed at the AGM in November.

WHF Position statement

4.8 It was agreed that a shortened version of the draft proposed statement, as suggested by AQ and without the inclusion of the indicative maps of the Committee's suggested alternative routes for the SAR, be prepared for circulation to all residents as soon as possible followed up a week later with details of the joint submission.

4.9 The next bulletin would include an update on the current position on the WHF development site together with details of the Chairman's presentation to the Planning Committee and the need for as many residents as possible to attend to observe the Planning Committee meeting on 20 July*. The agenda papers and reports for the Planning Committee would be published 10/11 July. [*now to be considered at the Planning Committee on 14 September]

5. Street Party

5.1 The Committee congratulated Sandy and Peter Young for organising such a successful street party. SY gave an account of the costs of arranging the party (£1,463 in total against an income of £910). The cost of the live music was more than expected and linen table cloths had been purchased. It was noted that there was a shortfall of £553. SY advised that she was happy to be reimbursed the outstanding costs as and when there were sufficient funds in the WGRA bank account.

5.2 The Committee was most grateful to AQ who had previously agreed to pay a contribution £150 towards the hosting of the party.

5.3 The committee was anxious to ensure that SY was reimbursed as quickly as possible which again highlighted the need to consider the level of membership subscriptions to proposed to the AGM.

5.4 In view of the short fall of funds for the street party as well as the short fall in respect of seeking counsel's opinion, VW agreed to produce an update account of the total monies owed for the next Committee meeting.

6. Social Programme

6.1 The Committee briefly discussed the ideas put forward by Colin Hicks to enhance WGRA's social programme. The suggested involvement of the Chichester Inn and other fund raising events were favourable but it was acknowledged that in order to organise and run the events there was a

need for a social secretary. In the absence of a volunteer coming forward at the meeting it was agreed that the potential to host events would be considered in more detail at the next meeting.

7. Planters

7.1 The good work of Penny Tomlinson in organising the makeover of the planters was noted. As there were no funds available to undertake this project, voluntary contributions of plants were being sought. A house owner and keen gardener in Funtington had expressed an interest in helping and this was being followed up by Penny.

7.2 If the scheme was to go ahead the planters would need to be emptied in the Autumn and replenished in time for the Spring 2017.

8. Chichester Conservation Area Character Appraisal (CACA)

8.1 AQ reported on the WGRA response to CDC's CACA consultation and the DC's consideration of the consultation response. As CDC's Cabinet met only 4 days after the close of the consultation, the matter has been deferred until a future Cabinet meeting, possibly September, to allow CDC staff time to review consultation responses and prepare a revised report.

9. WGRA Logo

9.1 BB and AQ gave an update on possibilities for a WGRA logo. Possible examples were shown at the meeting but it was felt that given the need to have a logo capable of being printed in black and white further consideration needed to be given a logo design. It was agreed that prior to the next meeting:

- BB would review the example for the masthead design for the Newsletter/bulletin
- AA would email sample designs for the headed stationery so WGRA Committee members could select their preferred choices
- All designs should be capable of mono-printing (especially for the Newsletter).

10. Date of Next Meeting

10.1 The next meeting would be held on Tuesday 13 September at 6.30 p.m. at 15 Westgate.

Paula Street