

WESTGATE RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on Thursday 15 September 2016 at 15 Westgate.

Present:

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

Also present:

Penny Tomlinson for item on the planters

1. MINUTES

Minutes of meeting held on 29 June 2016

1.1 That subject to the inclusion of the word "report" at the end of minute 8.1, the minutes of the meeting held on 29 June 2016 were approved as a correct record.

2. PLANTERS

2.1 Penny Tomlinson (PT) was pleased to report that all planters except one had been adopted. There was brickwork damage to the last remaining planter to be adopted and this was being followed up. BR's report was also noted.

2.2 A few volunteers had also helped to clear the vegetation at the entrance to Westgate, opposite The Priory which had been much appreciated.

2.3 A review of the planters with Helen from the Chichester City Council had taken place. A licence to plant needed to be obtained and along with public liability insurance. It was suggested that other RAs be contacted to seek advice about arranging public liability insurance.

2.4 BR was now preparing a draft grant application to help with the cost of shrubs, bulbs and compost, plus manpower to help shift the pot bound shrubs. He and PT were working on an application of £2,280. All sources of grant funding needed to be considered. A quote from a gardening contractor to do the initial preparatory work to remove the pot bound plants had been sought. This was likely to be in the region of £500.00.

2.5 BR was hoping to have a couple of fund raising events, however none of this would happen until later this Autumn or early next year. Several residents had already donated cuttings or unwanted plants. A meeting with an experienced gardener and planter adoptees is planned for mid Autumn.

2.6 The next step is to finalise the grant application. BR would share this with the Committee. It was agreed that the City Council should first be approached for grant funding. The County Council's CIF grants was also mentioned as a possible source of funding.

2.7 PT, BR and CH would take forward the project. More details and call for donations would be included in the next bulletin.

3. Chairman's Report

3.1 RB gave an overview of his activities since the last meeting as follows:

- The Crate and Apple Coffee mornings continued to be well attended. No further appeals for funds had been made at these events. The suggestion of holding a raffle still needed to be taken forward as a way of generating funds.
- Much time had been devoted to work on the WHF development application. There had been three meetings of the FLAWED group and he had also met Louise Goldsmith and Dominic Smith. BB had produced a "glossy brochure" which had been circulated to FLAWED members prior to the Planning Committee meeting.
- CDC's Planning Committee met on 8 September to consider the outline planning application for WHF. A significant number of residents had attended the meeting. The Committee unanimously voted to defer determination of the application with a request that the developer reconsider and produce plans for the southern access road as well as waste water disposal. Another special meeting of the Planning Committee would be arranged – the suggested date was 5 October. There was a meeting of FLAWED the following day. BB would represent WGRA as RB was not free to attend. There was a need to alert residents to seek their attendance at the meeting. Details would be included in the next news bulletin.
- The proposed options for the A27 improvements has been published. A number of public exhibitions had been arranged. WSCC considered its response to the consultation that day. PS reported that the Environmental & Community Services Select Committee had resolved not to formally support any of the proposed options and that its response took the form of a commentary on the proposed options and to also seek a re-examination of the northern bypass option. WGRA's position was considered and it was agreed that no response to the consultation should be made as there were likely to be a range of opinions on the various options amongst Westgate residents.

4. Treasurer's Report

4.1 VW's report was considered. The current available funds in the bank account was £470.05. There was a need for all expenditure against the account to be recorded and donations receipted. VW was keeping a record of all donations received which up to 11 September 2016 was £434.99. SY would provide the receipts from the Street Party to VW.

4.2 Of the donations received, £215 had specifically been designated as for 'legal costs' or similar by the donors, so could only be applied to the two liabilities outstanding for Counsel's Opinion of £220, or to future legal costs relating to WHF. Taking into account the current liabilities for costs for counsel's opinion and the shortfall in funds for the Street Party, the current deficit in funds was £152.95.

4.3 The Committee considered ways in which to clear the current liabilities £220 for legal costs in respect of Counsel's opinion for the WHF development and £403 from the Street Party.

4.4 The Committee agreed the following:

1. That the monies from the donations received specifically for legal costs would be used to reimburse RB and BB (£110.00 each)
2. That VW would write a budget for WGRA to:
 - a. establish how much it cost to run the Association
 - b. put forward options for a possible subscription or fund raising activities to support the running of the Associationfor discussion at the next meeting of the Committee
3. That a minimum of £200.00 should be kept in the bank account
4. Any future events/projects would have a formal budget agreed by the Committee
5. An independent person would be sought to examine WGRA's accounts

5. Secretary's report

5.1 CH reported progress on the following:

5.2 **Brewery Field** - the official opening of the field was on 19 June with the Mayor and Leader of WSCC in attendance and around 60 other local people. There were some stalls which helped mark the occasion. There were many meetings with a range of organisations and volunteers including representatives from the Forest School and Sue Long, CDC Community Warden. The key issues to resolve were to keep the field clear of litter, discourage antisocial behaviour and improve residents' community engagement with this new green space. The Field's AGM was due to be held on 12 November.

5.3 **Electoral Boundaries** – the Boundaries Commission had published its final recommendations for the new Chichester Ward Boundaries to take effect in May 2017. In respect of the WGRA's area the boundary now follows the course of the River Lavant and then along the back garden fences to the south of its former position bringing the entire WGRA area plus Tollhouse Close into the same ward of Chichester West. All WGRA residents would, as from the next elections, share the same elected representatives, including the leader of WSCC, Louise Goldsmith, and this would help in the management of such issues as the WHF development and the Brewery Field in collaboration with neighbouring RAs.

5.4 **Conservation Area Review** – Mount Lane had been retained in the Conservation area.

6. Social Programme

6.1 The Committee discussed proposals to develop a social programme and the potential use of venues and offerings from the Crate and Apple, The Chichester Inn and the Records Office. The coffee mornings continued to be well attended. The possibility of evening talks in a local pub, carole singing and a WGRA Christmas party were discussed.

6.2 It was agreed that a social secretary was needed to further develop ideas and take responsibility for organising events. CH/RB would speak to Nicki Clarke and Kathryn Kellegher to see they were interested. It was also agreed that more details would be shared with the Committee by email as ideas developed.

7. Association Logo

7.1 BB and AQ had circulated over the summer suggestions for letterheads and logos and little feedback had been received from the Committee. PS recirculated the design ideas to the Committee. The Chairman asked that comments on the designs/colours be fed back to BB within the week for BB to make the final decision based on the feedback received. The chosen design would be used on the next newsletter. The next newsletter would be issued after the next meeting of the Committee.

8. AGM

8.1 In view of the need for the Committee to consider its budget and options for subscriptions/fundraising it was agreed that the holding of the AGM would be postponed until January. Possible dates for the AGM would be circulated by email.

9. Date of Next Meeting

9.1 The next meeting would be held on Wednesday 23 November at 6.30 p.m. at 15 Westgate.