



FERRING ROADS SCHEME ASSOCIATION

2022 Annual General Meeting

10.00am on Saturday 21st May 2022 in Retirement Club Hall, Ferring.

1. Chairman's Welcome:

Trevor Martin welcomed all to the meeting. The AGM is now back on schedule post-pandemic. Following Chris Headon stepping down from role of Roads Manager in September 2021 and Colleen Anderson moving away to East Anglia, two new members have joined the committee. The Chairman was pleased to report that the new committee are working well together and that the FRSA are making good progress in all areas within the scheme's responsibilities.

2. Apologies:

Apologies were received from Denise Ibbertson and Malgorzata Grzyb.

3. Approval of the Minutes of the Meeting held on 25th September 2021.

The minutes were unanimously approved as a true and accurate record, being proposed by David Rudiman, and seconded by Lillian Holdsworth.

4. Reports

Roads Manager - Graham Groom

FRSA work hard to ensure that roads and drains in the village remain in particularly good condition and in the main are vastly better than those in the adjoining roads maintained by local authority. These areas managed by the FRSA are continually monitored and work is only undertaken where it is deemed essential. Major works have recently been completed in Beehive Lane along with some pothole repairs in various parts of the village. We also joined forces with the Parish/County councils to implement a TRO on parts of South/Ocean and West Drives. The annual road sweep took place in early 2022 and around six tonnes of debris was removed. After some extensive work, the FRSA now have a fully detailed map of all drain/gully and soakaway locations, totalling more than four hundred. An inventory check on these along with a soon to be completed drain survey will aid the FRSA for all future works.

Garden Manager- Simon Thompson

Meetings with the two key suppliers, AC's Landscaping and Ferring Nurseries took place in 2021. FRSA now have a clear understanding of each contractor's main responsibilities for all five garden sites. All garden work is paid from a fund solely generated from donations by the FRSA scheme members and it is hoped that we can maintain or even increase this fund to continue with the scheduled works.

Treasurer-Jackie Ring

The membership fee was increased in 2022 from £70 to £75, only the third increase since 2000. For 2021 we achieved 92% for fees paid and as at time of meeting 2022 looks to be around 85% fees paid. This is however, 2% more than same time last year. The Garden Fund is sadly down 21% from same time last year and Simon Thompson will be looking at additional avenues to supplement this income. We do continue to chase scheme members for unpaid fees both in current and previous years and so far in this current financial year, £1367 has been collected for 2020/21 arrears.

The FRSA are working continuously to increase their database with scheme members' email addresses. Electronic communication has several benefits: it is greener, reduces costs and is a speedier way for FRSA to communicate with the members. In 2021 we had around 300 addresses and currently we have around 455. Our target for end of 2022 is five hundred but the FRSA will take every opportunity to maximise on this.

Chairman's Report - Trevor Martin

The chairman thanked his fellow committee members for their reports. He then outlined a review of 2021 objectives: -

- i) Target of 90 to 95% of fees paid. **Outcome** - 92% fees paid

- ii) Have an invoice system in place. **Outcome** – achieved, as all January 2022 invoices were generated through this method.
- iii) Update FRSA database. **Outcome** - two databases are now merged as one which is stored digitally with all members email addresses stored securely.
- iv) Update FRSA constitution. **Outcome** - completed and approved at 2021 AGM

Objectives for 2022 were described as follows: -

- i) Increase level of membership payment to 100%
- ii) Increase email database to at least five hundred addresses.
- iii) Continue to explore a stand-alone system for treasurer's role and more efficient method to communicate to members.
- iv) FRSA to run editorials in All About Ferring 3 to 4 times a year
- v) Seek to get FRSA scheme membership payments incorporated into the annual service charge for any flat/multi property developments.

The chairman concluded his report by thanking all scheme members who had paid their fee to date, including the donations also made to the garden fund. He also offered a huge personal thank you to his fellow committee members who are enthusiastic and offer their opinions freely on all matters towards the effective operation to this scheme.

5. Adopt the accounts for 2021

These were proposed as an adopted record by Nikki Hall and seconded by David Rudiman

6. Election of Vacant posts for Executive Committee 2022

Secretary – Pauline Edwards and Roads Manager – Graham Groom

These posts had been filled and approved in accordance with the FRSA constitution documents, having been evident in the minutes for the May 2022 monthly meeting.

7. Appointment of Honorary Auditor

Martin Newman agreed to be auditor for 2022. This appointment was proposed by Lillian Holdsworth and seconded by Simon Thompson.

8. Any Other Business

Four questions were raised by scheme members who had attended the AGM

Why had the printing costs increased greatly in 2021 when comparing figures from 2020?

The Chairman clarified that in 2021, two newsletters had been produced for distribution to the FRSA scheme members. Going forward all such publicity will be in the All About Ferring Magazine at zero cost to the FRSA. This information will also have a wider audience as it will go to all residents in the village.

Why was there a Corporation Tax payment made in 2021 and not in 2020?

Again, the Chairman was able to answer and state that payment in made in 2021 was a catch-up payment for previous years. In future annual accounts will show this specific cost area.

How did we manage with securing fee payment on existing flat developments, giving two examples of such sites?

The Chairman said the FRSA continually work with the managing agents for each block with the aim of obtaining payment through the service charge paid by the residents.

How do we identify/separate the sum paid as a voluntary contribution to the garden fund?

The Treasurer was able to confirm that this is an easy operation on the current spreadsheet accounts system and is one of the stumbling points when considering using a computer accounts package.

9. Close of meeting

The Chairman thanked all those at the meeting and personally felt that both the roads and gardens were looking in good form. He also expressed his appreciation to the committee for all the high-quality work and input at the monthly meetings.

Lillian Holdsworth also wanted to express her thanks to the whole committee, on behalf of every member of the scheme, for the enormous job that they do in keeping the village in good order.

The meeting closed at 10.30am.