

FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting held on Wednesday 13th April 2022

at 5 Herm Road **Members Present:** Trevor Martin (Chairman) Nikki Hall (Road Wardens) David Champ (IT & Website) Stuart Salter (Publicity) Jackie Ring (Treasurer)

Graham Groom (Roads) Anne Harris

Apologies:

Apologies were received from Simon Thompson, Denise Ibbertson and Pauline Edwards

Chairman's Welcome:

Trevor Martin welcomed all to the meeting.

Minutes of Previous Meeting:

Agreed as a true and accurate record: Trevor Martin signed and dated them accordingly.

Current Projects:

i) <u>Committee photos – web site</u>

Three further committee members have submitted their photos to David Champ. Chairman will continue to encourage all committee members to provide a photo.

ii) <u>Web Site Changes</u>

Prior to the meeting, David Champ had sent a link to a draft home page by email on 18th March 2022. Comments will be needed from the committee before it can be made live on website. This matter will be discussed again in May 2022 meeting.

iii) <u>AGM - 21/5/2022</u>

Printed matter was delivered to Nikki Hall on 11th April and all literature had been given to Road Wardens for hand delivery - (approximately 925 scheme members receive their material this way).

Email packs had also been sent out (without need for attachments) in the hope that our mailings avoid landing in junk/spam boxes of scheme members.

iii) Email address data collection

This approach has now slowed down and mainly being addressed as a result of incoming queries. It was clear that approximately 18 email addresses were not received for January 2022 first mailing (mostly gmail).

Members Reports:

Treasurer:

Jackie Ring had circulated the figures to 31.03.22 prior to meeting. Income for March 22 was £14916 and year to date was £80072, down 8% from same period last year. It should be noted that for the first two weeks of April 2022, income received is way ahead of 2021 over a similar time period. It is therefore expected that YTD end April 2022 will be greater than that of 2021, possibly being helped by reminders being sent out during April.

Roads:

Road Works/Repair and Resurfacing – A report from scheme member that in some places the tar applied may not have been hot enough and lead to possibly lifting away from base layer. Also, tarmac being found in drains needs to be resolved. Graham Groom and Trevor Martin will be meeting with Drivepoint to discuss these matters.

White/yellow Lining - The "s" from stop sign at junction of Chalet Road will be reinstated with next tranche of work to be scheduled. On 16/5/22, Hi-Ways will be re-doing line work completed as part of the TRO as quality does not appear to match the most recent work on Beehive Lane.

Drains/Gully Pots – Graham Groom will be meeting with Drain-Jet on 3/5/22 to get a realistic daily drain clearance rate to then schedule a programme of work to be completed. It should be noted that prior to any future road surfacing work, drains that sit below road surface will need to be raised as an additional task. We do have 3 – 4 drains on Beehive Lane that will require such work done as a remedial task.

Scheme Member Complaints – 2 properties flagged up issues with drainage/water collection. After investigation one issue was referred to Southern Water for sewer manhole work. The other will be discussued with Drivepoint on 26/4/22.

Ongoing Work - Following the AGM in May 2022, work completed from previous six months will be reviewed against budget to allow for planning/scheduling work for the last six months of 2022.

<u>Gardens:</u> It was agreed that the garden areas were looking in good condition and photos had been taken for publicity purposes.

Website/IT: A prodigious amount of work had been done by David Champ and Jackie Ring in analysing the potential use of Xero for 2023 onwards. Following a number of questions raised by Jackie Ring, David Champ has produced a summary report and circulated to the committee. We will review this software change later in 2022.

<u>**Road Wardens**</u>. Nothing exceptional to report. Road wardens will be delivering payment reminders along with AGM packs w/c 11/4/22.

Publicity: Pauline Edwards needs to ensure that minutes are posted on the web site, aiming for within 14 days of circulation of initial draft minutes. This would also work in conjunction with Stuart Salter displaying the minutes on the FRSA noticeboards.

Any Other Business:

- i) Matter of one property consisting of eight scheme members and payment of fees is still ongoing. Draft document from Trevor Martin will be circulated to committee for comment.
- ii) Tudor Court development will be monitored for property completions possibly in stages.

The meeting closed at 9pm

The next meeting will be held on 11th May at 8 Ferring Marine. June meeting has been moved to Monday 6th June at 5 Herm Road: both meetings start at 7pm

Please also note there will not be a meeting In August 2022.