



FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting held on Wednesday 7th December 2022
at 5 Herm Road

Members Present: Trevor Martin (Chairman) Graham Groom (Roads)
David Champ (IT & Website) Simon Thompson (Gardens)
Jackie Ring (Treasurer) Nikki Hall (Roads Wardens)
Pauline Edwards (Secretary) Stuart Salter (Publicity)
Anne Harris

Apologies:

Apologies were received from Denise Ibbertson.

Chairman's Welcome:

Trevor Martin welcomed all to the meeting. He introduced Sue Samuel who came to observe meeting with a view to taking on the Treasure Role, effective January 2023.

Minutes of Previous Meeting:

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

Current Projects:

i) Current Vacancies

The outgoing Treasurer Jackie Ring had compiled a job summary which had been circulated to the committee. She also clarified that she would be happy to assist with the training for the incoming Treasurer and in a couple of key areas deputise when required.

The Property Register role, previously done by Denise Ibbertson would now be fulfilled by Jackie Ring. She had already met with the Denise regarding the handover of the role.

Trevor Martin took the opportunity to thank Denise for all her work since taking on the role from June 2020. The committee were also grateful to Jackie for all her contributions and work from being the Treasurer and now agreeing to taking on the role of Property Register.

ii) Outcome from chasing arrears of membership fees.

Trevor Martin had personally hand delivered around sixty letters to scheme members who had yet to pay the £75 fee for 2022 but had paid the required fees from previous years. Feedback from this exercise received eleven responses and in November 2022 we received £1006 and arrears of £210 bringing us very close to the 92% support we achieved for all of 2021.

It was agreed that Stuart Salter would draft a letter for scheme members who were disputing paying the annual fee charge.

It should be noted that following publication of the recent article in All About Ferring, December 2022, one scheme member requested information on our procedures for dealing with unpaid fees. Trevor Martin had replied by email covering ten key points that detailed our approach to this matter. A suggestion of name and shame is not an option open to the FRSA. It should be noted that the FRSA send out quarterly reminders for any unpaid fees.

iii) Frequency of Meetings

In 2022 the FRSA had met every month except for August 2022. Trevor Martin had circulated a document outlining key matters that need to be addressed at certain times of the year for 2023. It was agreed that at the end of each meeting, the committee would agree whether the next month's meeting would be required. It was also agreed to meet on a bi-monthly basis as a minimum, usually 2nd Wednesday of the month. It was also agreed that Pauline Edwards would circulate a draft agenda to the full committee to ensure any specific items for discussion could be included.

Members Reports:

Treasurer:

Jackie Ring had circulated the November 2022 monthly report. Income for road scheme 2022 fees, as of 30th November 2022, stood at £92232 with arrears for previous years providing an additional £2107.

Roads:

Road Works/Repair and Resurfacing – The invoice for £64380 had been received for work completed on West and Upper West Drives and nine additional miscellaneous areas. The bill will be paid once the full work specification had been fulfilled.

Drains/Gully Pots – Because of repeated flooding in Brook Lane, Graham Groom is in the process of obtaining a second quote for creating a new soakaway and linkage to the three drains around Brook Lane/Gem Garage road area.

It was reiterated that the road network managed by FRSA, does not have a road drainage sewage system as seen in council-maintained roads. In the majority of cases, our drains feed into soakaways that sit on private property.

Gardens:

Simon Thompson had made contact with both main contractors for the garden areas and we would have no further expenditure for the remainder of the year. New planting schemes were being considered to redevelop the five garden sites but expenditure would only be made once funds from scheme members had been received. The matter of having a fixed budget to work from would be reconsidered for 2024 and would form part of the presentation at the AGM in May 2023. Festive lights for Ocean Drive would be installed this week.

Website/IT: Road section of website had been updated with pictures and stating works that had been completed. It was agreed that invoicing for 2023 would also include all unpaid fees from 2020 onwards. Website will need also to be updated with regards to 2023 annual fee of £85. Consideration to implementation of the software package Xero was re-discussed and very likely to be in place for 2024 invoicing.

Road Wardens: Nikki Hall will be looking for 2 to 3 new road wardens in 2023.

Publicity: Nothing exceptional to report.

Any Other Business:

Jackie Ring agreed to provide Sue Samuel with the committee contact sheet.

Trevor Martin extended his thanks and gratitude to all committee members for their hard work in 2022: wishing them a Happy Christmas and New Year.

The meeting concluded at 9pm and date for the next meeting is 11th January 2023, to be held at 5 Herm Road.