



FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting held on Wednesday 10th January 2024
at 8 Ferring Marine

Members Present: Jackie Ring (Chairman) Graham Groom (Roads)
David Champ (IT & Website) Nikki Hall (Road Warden)
Simon Thompson (Garden) Pauline Edwards (Secretary)

Apologies:

Apologies had been received from Sue Samuels and Stuart Salter.

Chairman's Welcome:

Jackie Ring welcomed all to the meeting, the first in post as Chairman. Communication regarding meeting format had been circulated to the committee and revisions had been agreed and adopted from January 2024 onwards.

Minutes of Previous Meeting:

November 2023 minutes were agreed as a true and accurate record: Chairman signed and dated them accordingly.

Review of action points

- **Objectives 2024**

Constitution, section 2 outlines the overall aims & objectives for the Committee. They will be the focus for 2024 and reported on accordingly.

Action: JR/DC to make any changes on web site where required.

- **Communication/Publicity**

A Facebook page FRSA, managed by Chairman, has been set up to post FRSA information with links to The Ferring Village page when appropriate. This is in addition to current resources of three notice boards, All About Ferring articles and web site.

- **Executive Committee Roles**

It was agreed that Roads Registrar role is no longer required. Changes to the one database held by FRSA will be managed by Treasurer and Chairman. Committee agreed that the Roads Manager role needs to become a more shared role and require additional volunteer/s.

Action: JR/GG will create a full role outline and outline where additional support is required.

- **AGM**

Committee present at meeting agreed on date of 1st June 2024. Methods of communicating with scheme members regarding the "calling" of the meeting has yet to be finalised. However, all scheme members will be advised of AGM with the despatch of 2024 membership fee invoice in January 2024

Action: PE to book venue.

PE/JR to finalise agenda.

PE to post entry on What's On – All About Ferring May 2024 edition.

JR to post entry on Facebook.

DC to post agenda and statement of 2023 accounts onto website.

SS/JR to finalise content of letter re AGM to accompany January 2024 invoice.

JR to confirm communication method, for email and non-email members.

Action Points deferred.

- FRSA map – road additions The Birches and Pebble Lane – SLS
- All About Ferring articles 2024, when – PE
- Xero software to be reviewed June 2024 – DC/SS/JR

Issues raised by Scheme Members since November 2023 meeting.

Committee agreed that whilst individual members will not be identified, new areas requiring any action from the FRSA will be discussed at each meeting.

Reports

- **Treasurer**

Bank balance as at 1/1/24 was recorded as £65033. No further income is expected until invoices are circulated at the end of January 2024.

- **Garden Manager**

Replacement Christmas lights for Ocean Parade garden area were purchased in December 2023. Clover Lane garden will be a focus area for 2024. New or repair to benches at Langbury Lane and Ocean Parade may also be required.

Action: ST to advise re condition of benches

- **Roads Manager**

It was agreed that an annual gully-clear would be part of the drains management. A quote has been obtained and committee agreed to proceed as quickly as possible with this work. Annual road sweep will be completed prior to the gully clear.

Previous Chairman received communication from Southern Water that confirmed no further maintenance work was scheduled for FRSA network.

2024 focus will be managing the non-mains drains waste-water system within FRSA roads network. Alternative providers to assist with this have been sourced. Options to obtain a computer-friendly mapping of all drains/gullies was also considered.

Action: GG/JR to meet with provider re electronic mapping

GG/JR to compile priority list for work – gullies/soakaways.

GG to obtain quote for work on priority list.

GG to commission work for annual gully-clear and road sweep

Any other business - Chairman

- **Payment from scheme members**

Membership to the FRSA is required to fulfil the aims and objectives set out in constitution. It will need to be stressed that all Members contribute to the full FRSA road/drain/garden network, not just for their immediate local road area. It should be noted that the only source of income for the FRSA is from membership fees.

- **Accounts**

It was agreed that accounts will now be produced on a quarterly basis. A basic budget has been produced and will work alongside the formal accounts.

- **Dormant Membership**

Residents with lapsed membership from 2020 onwards will be invited to rejoin the scheme for 2024.

Any other business – Committee

- Gardens Manager will be attending Ferring PC , subcommittee on Environmental Matters – 15/1/24.

Action: ST to feedback to committee from this meeting at March 2024 meeting

- IT Manager has simplified two email addresses to be single word before domain name: Roads and Wardens.

Action: GG/NH to amend their signature on email layout.

Next meeting is 13/3/24 – 7pm at 8 Ferring Marine

The meeting concluded at 9.30pm