



FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting held on Wednesday 10th May 2023
at 8 Ferring Marine.

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

Apologies:

Apologies had been received from Stuart Salter

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) May 2023 AGM Preparations

All invitations to scheme members have been emailed/hand delivered. Some questions and apologies have already been received and will be dealt with at the AGM. Committee members presenting at the AGM agreed to send their reports to Trevor Martin prior to the event and once finalised a further copy should then be sent to the Secretary. Reports are to be based on information up to and including 31st December 2022. Data will be made available for the Road Registrar to verify those scheme members who are eligible to attend the meeting. David Champ will be presenting a report on trial use of the software Xero. Committee members agreed to be at the Ferring Retirement Club for 10.15am on 20th May.

ii) Gas Mains upgrade

The Chairman had circulated details received to date with regards to the scheduled work required in Ferring/FRSA managed roads. All FRSA required or planned work will be scheduled for completion once the gas mains work has been completed, expected date being October 2023.

iii) Parking

Committee members are receiving queries regarding parking matters on FRSA managed roads. It should be noted that this is outside the remit of the FRSA, and all queries should be redirected to Ferring Parish Council and Arun District Council. Our website provides this information.

iv) Publicity AGM

Nikki Hall suggested that a notice could be placed in the All About Ferring for future AGMs. This will be explored for 2024. The FRSA had placed an entry into the What's On section for All About Ferring May 2023 edition.

v) Brook Lane/Gem Garage soakaway

Overall, this work has provided an efficient and satisfactory outcome to the previous flooding issues. Further improvement may be possible by clearing an additional soakaway near to the site. This is to be costed within the drain repairs list currently being considered.

vi) Road Signage

FRSA do not manage this matter and all queries should be directed to the Parish Council.

vii) Three-year term of office

The current constitution outlines that all committee members serve a period of three years in the first instance and can then be re-elected for a further two terms of office. Pauline Edwards will be compiling a master list to verify this for all current committee members.

Members Reports:

Treasurer:

The April monthly report had been circulated showing that 2023 membership fees of £92177 and arrears of £915 had been received to date.

Roads:

Graham Groom will be meeting with Chris Headon in June/July 2023 to create a priority list for Drain and Road repairs to be commissioned once Gas Mains work has been completed.

Gardens:

A new gardening company has been found to provide the maintenance service, on a fortnightly basis, for the five garden areas. They will also be assisting with the provision for additional perennial planting required.

Website/IT:

The Xero trial has now been cancelled and David Champ will outline the outcome of the work completed to date at the AGM. Consideration to simplifying the current process is underway.

Road Wardens:

Nikki Hall will require four roads' wardens for the latter part of 2023. Thanks were given to all road wardens who completed the hand delivery of 2023 AGM invitations along with any payment reminder letters.

Property Register:

Jackie Ring advised the committee that we currently have 544 email addresses from scheme members. It was suggested that any committee member who receives email communication from scheme members could provide this information to Jackie for database verification.

Any Other Business:

Pauline raised the question of a registered address for the FRSA. The FRSA status as an association does not require a registered address.

Trevor Martin will contact Southern Water to request a list of any expected work to be completed in FRSA managed roads for the next year. This will assist with the planning of future road/drainage work.

Next two meetings will be held on Wednesday 12th July at 5 Herm Road and Monday 11th September 2023 at 8 Ferring Marine

The meeting concluded at 8.00pm.