**Nevill Residents Association Committee meeting 14th March 2024**

***Present***: Kia Makepeace, Jane Jackson, Carole Kirby, Suzy Nelson (chair), Lesley Healey (minutes),

***Apologies***: Mike Fisk, Adam Manning-Jones

|  |  |
| --- | --- |
| **1. Minutes of Committee meeting held 4th January**: approved as a correct record | **Action** |
| ***1a. Matters arising*** |  |
| * Request to Sarah Neels to provide link from old NRA website to new one. Agreed we would take this off the agenda as there has been no response from Sarah |  |
| * Training on use of NRA website: Suzy doesn’t feel she can take on the website’s updating. Lesley is still happy to give it a try. She and Kia will agree a time for training | LH / KM |
| * Code of conduct: all have signed except Sarah. Adam still needs to give his copy to Lesley – she will chase. | AM-J / LH |
|  |  |
| **2. Minutes of Open meeting held on 5th February**: considered a correct record. Will be put before the AGM in April for final approval. Lesley will summarise the meeting into a much shorter document as those who signed in as attending have already had the full version. We need to be cannier about getting people to sign in to the meeting and not let the sheet get stuck half way round the room. | LH  All |
| ***2a. Matters arising:*** |  |
| * Location of new grit bin: placed on the corner of the grass at the junction of Mount Harry and Highdown Road. We had hoped the grit bin would be convenient to treat the pathways to the shop. Suzy will see whether she can get it shifted to either end of the pathway; preferably the Mount Harry end, as most use is from that end. | SN |
| * Petition on road gritting: the petition disappeared from the shop very quickly. They probably don’t have anywhere to realistically leave it for signatures. We’ll take a paper version to the meeting to see whether we can get more signatures and then just present what we’ve got to the Member for Highways. Nobody anticipates that it will make a difference. | LH |
| * New noticeboard – the noticeboard is in place and looks excellent. There has already been a favourable comment on the Community WhatsApp group. The key is different to the other noticeboard and there is only one, which Suzy is giving into Ann Holmes’ care. | SN |
| * Response to questions put to Highway Stewards – Lesley emailed the response sent by the Highways Stakeholder Liaison to the grit-related queries to the committee on 18th February. The issue of the bus route being included in the primary gritting route has been ignored; presumably because Karl Taylor has already stated that it won’t be changed. Rebecca Kirby still hasn’t replied to our queries to Balfour Beatty. Lesley will send a reminder email. [Done] | LH |
|  |  |
| **3. Defibrillator** |  |
| Kia reported that nothing has been received from the church. She will email Rector Ben Brown for a reply on the location and approval request. *[Update: email back from Ben Brown saying he thinks we’ll get formal approval next week]* | KM |
| We haven’t heard any more from Mark Greenwood (Galaxy) about the electrical work. He was going to get together with Diana to get access to the Hall to check it out. Suzy will ask Mark whether he has had a chance to do that yet. | SN |
| Jane commented that there’s been nothing more from him or Denis Sains since she wrote to suggest they donate via Sussex Heart Charity so they could recoup the tax. Hopefully there will still be enough via Angela Brinkhurst’s efforts, and the Charity will pass on the donation benefit to us as well. |  |
|  |  |
| **4. AGM 25th April**  Lesley to email out reminder about AGM and to put names forward for committee or other help two weeks previously, plus weekly estate WhatsApp reminders in the fortnight run-up.  Notices for notice boards and shop - Jane and Suzy will sort out.  Committee membership: All existing members who wish to stand again need to email Lesley between now and a week prior to the meeting. We agreed that having co-chairs hadn’t worked as it proved difficult to manage the division of the role. We need one person who can take the lead, as long as others are prepared to do their bit to make that role less burdensome. Adam won’t stand again. Jane will ask Fiona Griffin and Ben Overton, Suzy will ask Sarah O’Kane, Kia will speak to Robert Massey.  ***Agenda for AGM:***  1. Minutes of last open meeting,  1a. Matters arising (responses from Highways and Balfour Beatty) (Lesley)  2. Chairs report (Suzy) – update on activities  3. Financial report (Kia) – 10 copies to be available at the meeting, plus on the website.  4. Election of Committee - Suzy to ask Ruth Tahsin to preside over elections.  Lesley to read out names for committee members, Chair first, then Treasurer, then Secretary, then members. Ruth to ask for proposer, seconder and votes.  We may need to ask for road reps if current ones don’t want to continue. Lesley to email all current road reps in plenty of time before the meeting to ask. Carolyn Blayney (Hawkenbury) is giving her notice as she can’t physically manage it any more. Another wasn’t able to deliver the bus leaflet or latest newsletter. Also need to encourage people to put names forward as volunteers in general.  5. Neighbourhood Watch – Carolyn Blayney to explain her experience. Open to the meeting for discussion. Lesley will talk to her before the meeting about how she’d like to handle this.  6. Proposal for a Welcome Pack for new residents on the estate. Ask the meeting: is it needed? What should be in it? How do we recognise that someone has moved in?  7. Summer Social proposal – BYO picnic on Nevill Green on a Sunday 4pm before term end. Low key arrangements but aimed at getting plenty of people along. Ask for feedback. Note – need to check the date for the children’s sports day and avoid.  8. Any other business  *Encourage people to have a drink upstairs afterwards* |  |
| LH |
| JJ / SN |
| All  JJ / SN / KM |
| LH  LH |
| **5. Dates for next open meeting and autumn newsletter** |  |
| Next open meeting is 23rd September, 2024 in St Mary’s Church Hall (TBC that it’s available) |  |
| Next newsletter October/November after the September open meeting. |  |
|  |  |
| **6. Any other business** |  |
| ***6a. Estate bus service***: Cllr Makepeace wants to let people know that she has asked Highways about having signs on roads on the estate. These, requested by Compass, would ask people to park considerately to let the bus through. |  |
| ***6b. Parish Pump***: Sally Miller (Crossway) said she’d do the Parish Pump for the Sussex Express but this hasn’t been progressed. Jane knows her and will talk to her about it. | JJ |
| ***6c. Christmas craft fair*** (Jane): Booked for 23rd November. The Social Centre is quoting £100 to hire the hall and vendors are asking her to open the hire for tables. Jane will bring in Bonfire as a partner and the art competition will be about fireworks / bonfire. She will try to get the art into the November Lewesian. | JJ |
| *Agreed: to pay the hire upfront to enable things to get going*. | KM / JJ |
|  |  |
| **7. Date of next committee meeting**: Wednesday 22nd May at St Mary’s Social club. |  |
| Noted that Mike can no longer attend meetings on any Thursdays – child care duties. We’ve agreed Wednesday this time as the committee room is booked up on Mondays, but Lesley usually has a standing event. We agreed that we’d try to find a date we can all make. |  |