

**Minutes of Executive Meeting**  
Held on Monday 19th August 2019 at 20:00 - Day Centre

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**Present:**

Executive Members:

Val Crosby-Clarke	(VCC)	Chair (part)
Richard Mathews	(RM)	President
David Vousden	(DV)	Secretary & Vice-Chair
Jennie Ogden	(JO)	Treasurer
Mike Swaddling	(MS)	Composition Editor
John Coupland	(JC)	Recycling
Diane Wilson	(DW)	Magazine Distribution
Linda Rose	(LR)	Minutes & Advertising
Clive Sayer	(CS)	CMRA
Karen Vousden	(KV)	

<b>Min</b>	<b>Topic</b>	<b>Who</b>	<b>Status</b>
<b>9.1</b>	A resident attended the meeting to express concern at parking in the close on a green where children play. The situation has resolved itself. An article will be put in the magazine requesting all residents to be considerate when parking.	<b>MS</b>	<b>c/fwd</b>
<b>1</b>	<b><u>Apologies/Absent</u></b> Michael Weston (MW) Copy Editor Sue O'Sullivan (SOS) LLERA Nicholette Deakin (ND)		
<b>2</b>	<b><u>Accuracy of Minutes of Previous Meeting</u></b> Approval of the minutes of the June meeting was given by e-mail and confirmed at the meeting.		
<b>3</b>	<b><u>Matters Arising</u></b> <b>September 18</b> <b>6.2 Guide for Advertising</b> LR also thought it would be a good idea for the advertising role and the production of a guide is in progress. A first draft has been produced and approved. A summary of the role will now be produced.	<b>LR</b>	<b>c/fwd</b>
	<b>9.1 Councillor page in the magazine</b> The Blackwater Buzz magazine includes a question and answer page for the local councillor, which LR proposed as a good idea for the SRA magazine. There was some discussion over whether the political neutrality of the SRA would be brought into question but the general opinion was that elected representatives answering queries would not affect this. The subject was discussed at the Town Council meeting held in	<b>LR</b>	<b>c/fwd</b>

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	March and more details on how the page would work are to be provided.		
	<b>February 19</b>		
	<p><b>9.1</b> Horseshoe Lake development</p> <p>VCC, DV, KV and JO attended a meeting held on 12th February regarding the proposals for the development of a country park at Horseshoe Lake. The development has not yet been approved, but permission has been given to apply for planning. Concerns were expressed at the meeting about the access road to the site. Links to further details can be found on the SRA Facebook page.</p> <p>Complaints about the development cannot be registered until the planning application is raised on the register, although it was noted that BFC have begun advertising for staff for the new facility. The planning application is still not on the register. A councillor has expressed concern that the discussions for Horseshoe Lake are being held behind closed doors, for commercially sensitive reasons. It is hard to see what these might be as the work is not being put out to tender. A letter expressing the SRA's view will be sent to councillors and Ollie Sirrel.</p> <p><b>9.1a</b> A dismissive response to the letter was received but it was decided to wait until after the AGM before replying as it was hoped that a councillor would attend. In the event, Stephen Chown head of Parks &amp; Countryside attended and gave a very informative presentation. He then took part in a lengthy Q&amp;A session, which was appreciated by all attendees. A councillor did not attend.</p> <p>Consequently, the committee felt that, unless we are prepared to be more vigorous in our approach, the SRA will not be heard, and will have a hard time justifying ourselves to the residents. A response is to be drafted detailing the motivation for this development as the SRA view it.</p> <p><b>9.1b</b> Ollie Sirrel is to be invited to join the SRA Facebook page.</p>	<p><b>DV</b></p> <p><b>DV</b></p>	
	<b>May 19</b>		
	<p><b>4.1</b> Annual Accounts</p> <p>The annual accounts have been prepared and will be sent to the accountants for verification. The summary accounts were agreed by the committee and will now be signed and printed for the AGM.</p>	<b>JO/DV</b>	<b>Closed</b>
	<p><b>4.2</b> Symons</p> <p>A free advert will be placed in the September edition of the magazine as a thank you for their work on the accounts.</p>	<b>LR</b>	<b>Done</b>

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	<p><b>8.1 Recycling</b></p> <p>Re3 have contacted MS with a view to putting information on service updates in the magazine. The committee agreed this could be a good idea as long as this was not scheduling information, which is likely to be out of date when the magazine goes out, and that JC is in agreement. MS will contact JC.</p>	<b>MS</b>	<b>c/fwd</b>
	<p><b>9.3 Software</b></p> <p>MW requested funding for Microsoft Office software at a once off cost of £160 to enable editing for the magazine. This was unanimously approved by the committee. The software has been purchased but not yet reimbursed.</p>	<b>MW JO</b>	<b>c/fwd</b>
	<b>June 19</b>		
	<p><b>4.1 Overpayment</b></p> <p>These figures include an amount of £288, which was an overpayment by BFC. A cheque to refund has been sent and cashed.</p>	<b>LR</b>	<b>Closed</b>
	<p><b>6.1 Disclaimers</b></p> <p>The disclaimers regarding views expressed in the articles and advertisers have disappeared but will be reinstated in the September edition.</p>	<b>LR/MS</b>	<b>Closed</b>
	<p><b>6.1 Invoices</b></p> <p>Invoices for the September have been sent and all have been paid. One double payment has been held over for the December edition, at the request of the advertiser.</p>	<b>LR</b>	<b>Closed</b>
	<p><b>6.2 March Edition</b></p> <p>Help will be needed with the advertising for the March 2020 edition. RM volunteered.</p>	<b>LR/RM</b>	<b>c/fwd</b>
	<p><b>9.1 AOB</b></p> <p>Committee members should arrive at 19:30 in order to organise the chairs for a 20:00 start.</p>	<b>ALL</b>	<b>Closed</b>
	<p><b>9.2 Projector</b></p> <p>A projector screen was provided.</p>	<b>LR</b>	<b>Closed</b>

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<b>4</b>	<p><b><u>Treasurer's Report</u></b></p> <p>Figures as at end July:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Current Account</td> <td style="text-align: right;">£6,964.36</td> </tr> <tr> <td style="padding-left: 20px;">Reserve Account</td> <td style="text-align: right;">£25,468.77</td> </tr> <tr> <td style="padding-left: 40px;"><b>Total</b></td> <td style="text-align: right;"><b>£32,433.13</b></td> </tr> </table>	Current Account	£6,964.36	Reserve Account	£25,468.77	<b>Total</b>	<b>£32,433.13</b>		
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<b>Total</b>	<b>£32,433.13</b>								
<b>5</b>	<p><b><u>Donations</u></b></p> <p>No requests received</p>								
<b>7</b>	<p><b><u>Website</u></b></p> <p>Up to date.</p>								
<b>8</b>	<p><b><u>Recycling</u></b></p> <p>Nothing to report</p>								
<b>9</b>	<p><b><u>AOB</u></b></p> <p>Permission has been granted for the 2 houses in the car park of the Rose &amp; Crown pub to be built. The decision was overturned on appeal.</p>								
<b>9.1</b>	The Day Centre wants to produce a new leaflet detailing their services and requested editing help, which MS will provide.	<b>MS/DV</b>							
<b>9.2</b>	The Distributors party will be held on Monday October 21 <sup>st</sup> with a new start time of 19:30 to allow for the 22:00 closure of the car park.	<b>ALL</b>							
<b>9.3</b>	Work on the houses on the Rackstraws corner seems to have stalled. Enquiries as to what is happening to be made.	<b>DV</b>							
	The meeting closed at 21:30 hours.								

**Agenda**

1. Apologies
2. Approve Previous Minutes
3. Matters Arising
4. Treasurer's Report
5. Donations
6. Magazine
7. Website
8. Recycling
9. AOB

**Proposed meeting dates are:**

- Monday 19<sup>th</sup> August
- Monday 16<sup>th</sup> September
- Monday 21<sup>st</sup> October – Distributors Party
- Monday 18<sup>th</sup> November
- No meeting in December
- Monday 20<sup>th</sup> January 2020
- Monday 17<sup>th</sup> February 2020
- Monday 16<sup>th</sup> March 2020
- Monday 20<sup>th</sup> April 2020

All meetings are held in the Day Centre and start at 8pm unless otherwise stated.