

Minutes of Trustee Meeting: 11th July 2013

Present: Chris Hardy (Chair), Amy McKee, Darren Shepherd, Alan Baskerville

Apologies: Carla Brown

Prior to the meeting a representative from Brill Energy, our chosen supplier of PV Panels attended. The scheme was discussed in some detail, including guarantee of costs, warranties and timescales. The Trustees thanked Brill Energy for their attendance and look forward to working with the Company.

1. **Minutes of meeting held on 18th April** – they were accepted as a true record.
2. **Matters Arising** – there were no matters arising, all issues covered elsewhere on Agenda.
3. **Estate Manager's Report** – AB presented his report and advised that two of the Pool pumps have had to be replaced, new netting purchased to repair the Cricket nets and that leaks on the roof had been attended to. Further, AB advised that a new gardener had been appointed (Keith Relf), following the resignation of Chris Lea.
4. **Development proposal the Downs** – The Trustees considered the recent development proposal for 26 The Downs. After due consideration the Trustees agreed that the proposal should be refused as it projected beyond the forward most part of the property and had a detrimental effect on the neighbour, below. **AB to advise the resident of the decision.**
5. **Bar Refurbishment** - the proposal described to residents in a recent Park Talk was confirmed. Views expressed by residents were noted and it was agreed that the surface in the Park Room would be smooth, to facilitate bowling. AB advised that he was seeking quotes for the work and the work would be put in hand as soon as possible. Included in this was the need to seek prices for partitioning, which may in the first instance be heavy duty curtains. It was agreed that improvement of the patio areas would comprise a second phase for implementation in future years. **AB to progress.**
6. **Bar Stock Take** - A recent Stock Take had thrown up some anomalies, which were a cause of concern. As a result, further monitoring had been installed, including customer visual display, individual staff key fobs and improved keying to the tills. AB to bring forward the next Stock take and advise further on the result.
7. **Solar Panels** – The Trustees at their special meeting held on 26th June had agreed Brill Energy as the preferred supplier. Subsequent to this, a special

Park Talk had been prepared and circulated to residents, to ensure there was support, before proceeding. The questionnaire response was required by 19th July and if there was significant support, the contract would be signed. **AB to secure loan and put in place the necessary procedures to complete implementation.**

8. **Booking of Club Facilities for religious or political groups** – a number of requested have been made for such bookings. Due to possible sensitivities around such bookings the Trustees have agreed to seek resident's views on the matter. This to be done in the Autumn, alongside consultation on further development work. In the meantime, only charity bookings from such groups will be allowed. **AB to advise those who have made requests and Trustees to develop a consultation document in the Autumn. Staff to be advised of this interim revision to policy.**
9. **Survey of residents for use of Park Room** – Due to the varied demands on the use of the Park Room and the need to ensure all groups and activities were accommodated, the Trustees have agreed to seek views as part of a wider consultation on future projects and proposals for the Park. This to be carried out in the Autumn. **Trustees to formulate a consultation document and include this issue, together with the use of the Park room for religious or political groups. Also to be included would be possible future projects eg. a Play wall and redevelopment of the Patio areas.**
10. **Gala Day** – AB advised on the final details for the day. The Trustees were pleased with the variety of activity and thanked AB and the Bar Manager (Debbie), for their hard work in putting this together.
11. **Communications** - In light of the recent specific Park Talk issues concerning the Bar Refurbishment and Solar/PV Panels, the meetings held on the Bar Refurbishment and discussions with specific User Groups, the Trustees felt that there had been significant consultation. No further issues to be communicated at this time, other than through the next addition of Park Talk.
12. **Arrangements for the OGM** – This is scheduled to take place on 26th September. **AB to advise on the timeline for all paper work, CH to prepare Chair's Report and budget to be prepared to enable consideration of Resident's contributions.**
13. **20 mph Speed Limits** – A number of requests had been received about the provision of reduced speed limits on Delamere Park. CH advised that a request had previously been made to the Council on this matter but that such provision would not be seen as a priority and in any case difficult to enforce. **As such it was agreed that AB would investigate the provision of advisory signs, (20's Plenty), which the police recommended.**
14. **Trustee Updates** – the provision of a Defibrillator was discussed and **AB to chase up on the previous offer for the supply of one for Delamere Park.**
15. **AOB - none**
16. **Date of next Meeting – Thursday 5th September at 7 pm.**