



Leybourne Park Residents Association Committee

Meeting 8 pm on 19th November 2020 via Zoom

Notes of Meeting

Apologies received from Rupert Keppel Palmer.

Attendance: Liz Simpson, Marie Whale, Ian Whale, Christine Belton Brown, Ray Haffenden, Jenny Whitmore & Charlie MacHattie

Actions from last meeting:

- 1) Action: Ray to publish the Photo Policy on the Facebook. Completed.
- 2) Action: Ray to publicise Halloween Competition on Facebook. Completed
- 3) Action: Jo to put in bid for trees. Carry Forward
- 4) Action: Ray to post link for Pannetoni Planning application. Completed
- 5) Action: Ray to meet with Georgia in coming week to discuss possible date for zoom meeting. Lockdown has delayed meeting with Georgia. Ray had zoom meeting with Georgia today. No date agreed.
- 6) All to pass items for the First Port Meeting agenda to Liz. None received.
- 7) Action: Liz to circulate list of forthcoming meetings. Completed
- 8) Action: Liz to post something on Facebook suggesting residents contact TMBC Environmental Health Department to complain about the noise. Completed.

Future Activities

Christmas Lights: Agreed switch on for 5th December. This date chosen as was outside the current "lockdown" restrictions which would make it easier to have a gathering. First Port has given voucher for best decorated property Gary Slinn was arranging Christmas lights for one part of the development. **Action: Ray to liaise with Gary, publicise and to arrange a music source for carol singing.**

First Port £15000 progress

Ray reported that for the second year running First Port had used the £15000 designated from their management fees to reduce amount invoiced to residents in service charge instead of spending it on improvements to the estate despite the agreement that it would be available for site improvements nominated by the Committee. This year they have spent £13000 on improvements but this will fall to be charged to residents via their service charge.

Meeting with First Port and repeat of survey by E&M

This meeting will need to be held via zoom or similar and it was felt that this might encourage more residents to take part. **Action: Ray to agree possible dates with First Port.**

Composition of Committee

It has become clear that Committee structure etc is not clear to everyone and that there have been decisions made which are not readily accessible.

Attendance at meetings has been somewhat patchy and it was agreed that for the future anyone who failed to attend for three consecutive meetings without offering an apology in advance would be deemed to have left the Committee.

It was agreed that we needed a set of standing orders to ensure the smooth running of the Committee.

Action: Liz to draft a simple set of standing orders to be circulated.

Any Other Business - None