

**COMMITTEE MEETING OF THE DERBY ROAD FUND**  
**15 JULY 2020 at 7 pm via Skype**

**Present:**

Simon Scaddan (Chairman)  
David Moro (Treasurer)  
Paula Benham (Minutes Secretary)  
Jamie Harcourt  
Sean Mitchell  
Gillian Vooght

There were three amendments necessary to the Agenda for this meeting: The title 'Approval of Minutes of Skype Meeting 20 May 2020 should have read 03 June 2020 'and under Matters Arising there should have been an Item 10 to discuss 'Sandwich Boards'. Under item 9 it should have read **JH** not **SM**.

**Matters Arising from 20.05.2020:**

1. No conversation had yet taken place between JH and GV in connection with JH taking over liaison with RBC Highways Department re maintenance of trees in DR.  
**ACTION: GV/JH**
  
2. SS had taken over as Administrator of the DR fb page following a conversation with JM. In connection with the DR website there was nothing happening at present but items would be added at a later date. SS and DM to arrange a meeting.  
**ACTION SS/DM**

**Matters Arising:**

1. The Minutes of the Committee Meeting held on 03 June 2020 were approved as a correct record.
  
2. As well as issues redacting the Minutes, it has been proved unnecessary for the Minutes to be published but it was felt it was important to keep residents informed of current issues. After discussion, it was agreed that the first trial newsletter/news page would go out around 1.10.2020 and each committee member would contribute towards it. SS and SM would approach this project together. A letter would shortly be delivered to residents in connection with the reinstatement of the PP closure dates and it was agreed to also mention this newsletter. Residents would be asked for contributions.  
**ACTION: SS/SM**
  
3. JH had spoken to xxxx of xxxx plus a neighbour but had heard nothing back from them. He felt the pollarding should be done at the end of the winter and he would contact them again at the end of autumn. He suggested using the same guy as before as his prices were good. JH had also heard nothing more from FV in connection with the large maple tree.  
**ACTION AT THE END OF AUTUMN: JH**

DM raised an issue between xxxx and the owner of xxxx concerning the maintenance of a one foot wide verge. X xxxxx xxx xxx xxxx xxxxxxxxxxx xxxxxxxx xxxx xxxx xxxxx xx xxxxxxxx xx xxxxxxxx xxx x xxxxx xxxxxxxx xx xxx xxxxxxxx xxxx xx xx.

**ACTION: DM/JH**

4. Several residents had been approached in connection with Friendly Contacts with the offshoots but all had declined. JH suggested incorporating this idea in the newsletter.
5. SS had written to xxxx, xxxx and xxxx from xx in connection with the committee vacancy but none had time to spare. He felt we should widen the net throughout the roads as there could come a time when a bank of potential committee members might need to be drawn on. All agreed that this item should be incorporated in the soon to be delivered letter.
6. It was agreed that GV should approach QAS with a view to re-arranging the AGM for a Saturday in October (but avoiding half term) to cover the lunchtime period, with a buffet provided.

**ACTION: GV**

7. It was agreed that we would fall in with xxxx's decision to reinstate the PP closures in GR with effect from August 2020. Following xxx's request to move our PP towards the Peppard Road, SS would write to the residents of EC (nos xxxx) for their opinions and would ask for a response by 24.07.2020. The Emergency Services would be notified of the commencement.

**ACTION: SS/GV**

8. No progress could be made with regard to the acquisition of DR until such time as Kew and Berkshire Records Office were again open to the public. Details of the Berkshire Estates' office address from 1915/16 and its liquidation were required. GV had been given a case number by the Crown Estates Solicitors.

**ACTION: GV/DM**

Committee members had read the PRS document concerning Private Roads and SS had now received a booklet covering the legal side of purchasing same.

9. DM had arranged a site meeting with xxxx of Secom Security in connection with the installation of cctv. With the cooperation of the xxx and the owners of xxxx, the equipment could be located at these properties, but internet monitoring could only be done by committee members. The cameras would benefit the whole road and signs notifying the installation would be placed at either end of DR, thereby covering GDPR concerns. These signs would be provided by Secom. DM would prepare a proposal + costings for the Committee before approaching xxxx at xxxx and no.xx.

**ACTION: DM**

10. It was decided not to proceed with the idea of sandwich boards reminding residents that it was time to contribute towards the Road Fund.

### **Correspondence:**

All correspondence listed in the Agenda had been circulated previously to members and it was agreed this system was worth continuing. DM confirmed he kept a copy of the Agenda and Minutes on the DRF Archives.

### **Any Other Business:**

Annual DRF fee request: it was agreed that we should include a paragraph in this annual letter to say anyone who had fallen on hard times/had a legitimate reason could write to ask to be excluded from paying. At present there was only one resident (xxxx) who had done this and leniency had been shown to her. She was the only one who didn't receive an invoice. DM felt residents should be reminded of their obligation to pay the fee.

SS said that everything should be done to encourage residents to pay rather than threatening them. He also emphasized the point that everything we do must be legal.

SS pointed out that xxxx had no financial hardship but had said he didn't wish to receive any more invoices. However, it was agreed that an annual request for contributions would be sent to all residents but the words 'invoice' and 'surcharge' would be removed. The word 'voluntary' would definitely not be included but residents asked to 'protect amenities and the value of houses'.

xx had not replied to SS letter in this matter and was not expected to.

DM said we should continue to notify residents of outstanding fees as in the past up to 12 residents had paid 2/3 years back fees.

SS enquired whether we had a record of those who have never paid?

#### **SS/DM to chat about this**

It was agreed that should there be outstanding fees after the second request (April/May) then SS would think about door-to-door visits. However, it was felt that doing this on doorsteps and in particular in the flats would be difficult.

After reading the PRS article it was felt we should be in a stronger position if we could get the deeds to the road, as advocated previously by JH.

It was agreed that we should wait for responses from EC before undertaking the posts and footpath around the PP. The two days work would be done at the end of July/beginning of August.

#### **ACTION: DM/JH**

The meeting ended at 20.25.

**The next meeting will take place via Skype at 7 pm on 26 August 2020.**