

Committee members

PRESENT: Chair: Lyn Anthony-Higgins (LA)
Committee: Carole Kingston (CK: Treasurer),
Sue Feather (SF: Secretary – attended via Zoom),
Adnan Chaudhry (AC), Jon Lloyd (JL), Adam Osman (AO)

(When referencing the above, first and second name abbreviations will be used throughout)

1

Welcome

LA noted the meeting was quorate. She welcomed everyone and especially AO as a new member.

2

Committee Membership 2025–26

LA asked all members to confirm they had paid their 2025–26 contribution. AC said the contribution from Southern Housing/Mander Court was in process but hadn't yet been sent by the accounts department. He asked CK to copy him in to the contribution request in future in order to speed up the process, which she agreed to do. LA stated that as a result, AC would be unable to vote at this meeting, which he accepted. All other members confirmed they had paid their 2025–26 contribution ahead of the meeting.

JL asked whether the two people who had nominated themselves at the AGM had paid their contributions. CK confirmed that they had not, which meant their nominations could not proceed at present. It was agreed that reminder letters on contributions would be sent out in late October/early November. A further final reminder would be sent in the new year. AO offered to help with delivering letters.

Action: Reminder letter to be sent out late October/early November.
AC to aid CK with delivery of copies of reminder.

3

Apologies for absence

None

4

Committee members appointment of DRFA officers: Chair, Treasurer and Secretary

LA was confirmed as Chair, CK as Treasurer and SF as Secretary unanimously.

5

Draft minutes of Committee meeting held on 27th May 2025 And draft minutes of AGM held on 15th July 2025 for approval

The minutes of the Committee meeting held on 27th May 2025 were approved by all.

Due to the disruptive behaviour at the 2025 AGM, the draft AGM minutes had taken longer to prepare and there were still some amendments to be finalised. It was agreed these would be confirmed over email shortly and then uploaded.

Disappointment was expressed by all at the disruptive and antagonistic behaviour of some attendees at the 2025 AGM in breach of the DRFA Code of Conduct governing meetings. It was noted that (with the exception of the 2024 AGM) the behaviour of some attendees at AGMs had become increasingly worse each year since the change of committee in 2020/2021.

CK noted that attendance at meetings had fallen considerably and AO said that a number of residents who had been to past AGMs now refused to attend because of the off-putting atmosphere created by the behaviour of some attendees.

JL said that a number of proxy votes submitted for the AGM were from residents who were still interested in the DRFA's work, but were no longer willing to attend the meetings in person for the reasons AO had given. He felt residents with more moderate views were being pushed out of meetings as a result of this behaviour.

Discussion was also had on the best way for amendments to be made to draft minutes and documents when multiple changes were required. SF said she would adopt a new process of labelling draft documents and marking up changes on the next round of draft minutes.

6 **HM Courts & Tribunals Service: Cease and Desist Claim from 10 households on Derby Road**

LA wished to note that a Cease and Desist claim against the DRFA had been received from 10 households in August which had been distributed to Committee members. She said nothing else could be done about this at this meeting as this was now with the courts.

7 **Treasurer's Financial Report 2025–26**

CK introduced the Treasurer's report and discussed contributions. So far all those contributing had paid the revised 2025/26 amounts agreed at the AGM.

JL noted the case of last-minute contributions being made directly before the AGM and the problems this caused for residents interpreting the accounts, as had been raised at the AGM. He suggested re-iterating the financial year cut-off date for contributions to residents/businesses in the final reminder letter, as had been done last year, to try and make the accounts less complex and so those who contribute would get a vote at the AGM if they wished to have one.

CK also noted that with annual price rises, the insurance premium was likely to go up this year.

8 **TVP Road Safety Audit Report recommendations: traffic calming measures: update**

LA said this subject had been put in abeyance because the street light columns had become a more urgent issue that needed to be dealt with as a priority. She felt that the Committee should continue preparing the documentation for this and that it might need to be a report rather than just a letter because of the amount of information that needed to be imparted. She believed a topographical survey of the road would be vital to inform the options presented. She also felt that consultation could be on a wider basis to include Grosvenor Road in any options that arise (depending on their nature), as whatever Grosvenor Road do has an effect on Derby Road and vice versa. The contractors who had already quoted on the work had indicated that they were willing to freeze their quotes for the time being.

AC said the residents of Mander Court were interested in road safety and so he felt they would welcome this initiative to make the road safer. CK said the road hatching was a great help in keeping people safe.

Action: LA to prepare the documentation for consideration by the Committee.

9 **Leaf fall sweeps 2025–26**

JL noted that up to 2021, this had been paid for by the Fund, but since then had been undertaken by Committee members and volunteers as a cost-cutting exercise. While this had got the job done, the same people were doing it each year and there had been some problematic behaviour on the road by a few residents in 2022 during this activity. AO felt that because of the current situation on the road following the AGM, it might be worth returning to using a contractor this time. JL said that timing would be crucial if so, as it would only be

economical to use them once the majority of leaves had fallen. AO suggested that a contractor could be used in November/December (depending on when the leaves fall) and then, if necessary, volunteers could do a final sweep in the new year. The weather could be taken into consideration before the final decision was made.

LA said she would look into costings for this. She thought it might be worth approaching Queen Anne's School for a price. AC said he could find out from his asset services whether this could be carried out by them.

LA also wished to record that Queen Anne's School had taken responsibility for the tree outside the Peppard Road gates. QAS had told her the tree would be pollarded, but this couldn't happen until later in the year.

Action: LA to explore possibilities in regard to costings for a leaf sweep.

10

Annual gullies/drains jetting 2025–26

LA said that while the gullies/drains are the responsibility of RBC, some residents see it as the Committee's responsibility. She said that in one instance, although the drain was on a resident's property, the Committee had previously undertaken the cleaning for some considerable time. JL said that there was a difference between cleaning and maintenance of the infrastructure. The cleaning would take place in February.

JL said that alongside sweeping up the leaves, he had been keeping an eye on the drains on the road and periodically clearing them in autumn/winter in past years to prevent them becoming clogged by leaves and mud. LA agreed that he should continue to monitor them.

11

The General Data Protection Regulation and the Data Protection Act 2018

LA said this had been discussed at previous meetings, but had not been finalised as the street light columns issue had again taken priority. JL said some drafts had been created but a final decision was needed on what wording would be required. LA said elements include: names and addresses, personal information and money. She was aware that personal data of residents was likely being used by persons or persons unknown on the road with no right to hold that data. CK said she had received unsolicited emails to her personal address re specific items to do with Derby Road and the DRFA.

LA also wished to record the case of a household on the road misrepresenting themselves as DRFA Committee members to contractors working with the DRFA earlier in 2025. JL noted there had been similar past misrepresentations by the same household of their status to businesses and the emergency services. The DRFA was not able to control such behaviour, but LA noted that any emails sent on behalf of the DRFA to contractors and third parties would be from the DRFA gmail account and not from personal email addresses.

Action: GDPR policy to be circulated for consideration by the Committee.

Meeting ended at 7.30pm