



# Shrewsbury Park Residents' Association

Minutes of the committee meeting held in Room 3, Shrewsbury House  
at 19.30 on the 2<sup>nd</sup> October 2012

## **Present:**

Robert Million (RM) Chair,  
Liz McDermott (LMD) Vice Chair,  
Alex Hayesmore (AH) Secretary,  
Ralph Million (RHM) Treasurer,  
Nicola Dennis (ND),  
John Field (JF),  
Simon Heywood (SH),  
Chris Higgs (CH),  
Clive Inglis (CI),  
Martyn Kither (MK),  
Len Newland (LN),  
George Tutheridge (GT),  
Michael Wood (MW)

Item	Action
<b>1</b>	<b>Welcome and apologies for absence.</b> Apologies had been received from Tania and Leslie Smith. Robert Million (RM) began by welcoming everyone to the committee. RM asked members of the committee to introduce themselves. Leslie Smith (LS) had emailed RM some suggested discussion points which RM referred to during the meeting.
<b>2</b>	<b>Minutes of last meeting held 1<sup>st</sup> May 2012.</b> The minutes of the previous meeting were agreed as a true record and signed by RM (Chair).
<b>3</b>	<b>Matters arising.</b> RM wanted to clarify an administrative matter and requested that communications regarding Resident's Association matters are only issued by the Chair or Secretary. Simon Heywood (SH) asked if there had been any actions arising from the meeting with Jayne Otite. It was confirmed that there had been no actionable matters arising as a result of this meeting. SH also asked about the £350 pounds that had been set aside for tree planting. RM explained that this sum was not per annum but it was to fund as many trees as RM could negotiate with the Royal Borough.



#### **4 Strawberry Tea report and future events.**

*Strawberry Tea*- Liz McDermott (LMD) reported that this had been very successful and 80 residents of the Shrewsbury Park Estate had attended.

LMD thanked Tania Smith (TS) and all the volunteers for their hard work, with special thanks going to Dave (Shrewsbury House Porter). The aim of the Strawberry Tea was primarily as a social event however a profit of £280 was made.

RM thanked LMD for all her work on this event.

*Future Events*-LMD had booked two provisional dates with Shrewsbury House for a Christmas Event: Wednesday 12<sup>th</sup> December or Saturday 15<sup>th</sup> December. LMD asked the committee for its thoughts on a Christmas event.

Ralph Million (RHM) asked what Shrewsbury House was doing over the festive period in order to avoid duplication. Len Newland (LN) explained that the house was to hold a children's party on December 8<sup>th</sup> and a tarts and crafts event was also booked for 2<sup>nd</sup> December. LMD suggested incorporating something for children into the Association's event. The committee felt that Saturday 15<sup>th</sup> December, late afternoon was the better option. LN reported that the Santa Claus outfit would be in use by the golf club on that date. Chris Higgs (CH) suggested little presents from a pound shop. There was some discussion regarding funding. LMD would speak to Kathy Bagnall from Shrewsbury House about the cheapest option for hire of the space. All thought that some live background music would be good. LMD had hoped to get some students from Trinity College, but the cost was prohibitive. Nicola Dennis (ND) explained that when she organised a children's party five years ago she had put leaflets through doors. ND added that it been very hard getting people involved. RM asked for volunteers from the committee. LMD had received an email from Leslie and Tania Smith (LS, TS) offering to assist her. This event will be organised by LMD, TS, LS and LN.

#### **5 Bushmoor Crescent advisory white lines.**

RM recapped on this matter for the new committee members. 29 households had been consulted. 13 had replied with 11 in favour of the proposal and 2 opposed. The majority of households consulted had not responded, RM was therefore currently not intending to pursue the matter. LN reported that he had spoken to the resident who originally raised the matter and had given him all relevant information and suggested he pursue the matter himself.



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**Association Vision**  
**Plum Lane project.**

This has now been completed and RM reported that he had received numerous positive comments from residents. Clive Inglis (CI) remarked that one bed on Plum Lane had been weeded, but the other had not. RM replied that Cleansweep are aware of this and they had also been reminded about weeding the tree bases in Plum Lane, and the one in Kinlet Road cul de sac, which LS had raised with RM. LS had also emailed RM regarding gaps in shrub beds in Kinlet Road. RM has requested that once weeding has taken place some shrub planting is undertaken.

**Oak post entry treatment.**

Four posts had now been installed. The final two posts were on hold, pending finances. SH asked how much the posts had cost. RM reported that the posts were £550, and the cost of installation was £400, but this included exploration, and the installation of the Plum Lane shrub beds. It was generally agreed that the Association got a very good deal from the Royal Borough considering the work involved and the heavy machinery needed. SH then asked how much the final two posts would cost to install. RM explained this would be subject to negotiation. George Tutheridge (GT) reported that the Perspex sign at the Kinlet Road entrance had been damaged. LMD replied that they were reasonably priced and had been chosen for that reason. CH felt that more transparency was needed about the installation costs. LMD suggested that the final cost appear in a newsletter. CH further felt the cost was unclear at the AGM. LN, LMD, and John Field (JF) all said they felt that the position regarding the final cost had been made clear at the AGM with LN adding that all had been told it would cost approximately £800. RM concluded by pointing out that the costs will appear in the accounts.

**Succession tree planting.**

It had been agreed at the previous meeting that there was £350 available for tree planting. RM had drawn up a list of locations and types of tree and was in negotiation with the Royal Borough, at the time of the meeting the current position was four trees. RM explained for the benefit of new committee members that one of the purposes of the tree planting program was to replace trees that had been lost during 'the great storm of 1987', but due to the age of many trees on the Estate successive tree planting was needed. All trees chosen now needed to meet certain criteria pertaining to maintenance, habit, disease and drought tolerance etc.



### **Succession shrub planting.**

RM had requested Cleansweep fund further shrub planting and was awaiting a response. SH asked if they could be different shrubs to the ones currently growing. RM explained that the shrubs were chosen to be suitable for twice yearly pruning with a hedge-trimmer as an aid to maintenance although the choice of shrubs was open for discussion. Martyn Kither (MK) asked SH if he had any suggestions for different shrubs, he didn't. LN said that he was happy to leave the choice to RM.

### **Street name plates.**

RM has requested the Royal Borough prioritise conservation areas when considering replacing street names with Royal Borough signs although he had also requested that historical signs are not removed. GT reported that the 'B' was missing from the Bushmoor Crescent sign. MK thought it could be repaired and JF volunteered to make a replacement 'B'.

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### **Planning matters.**

RM detailed the situation regarding the Character Appraisal and Management Strategy (CAMS). This had been an on-going matter for some time. The first draft was issued in 2007, the Association highlighted an irregularity in the house numbers consulted in Eaglesfield Road, and this resulted in a decision being deferred and the CAMS had been on hold since. As a result of inconsistencies in planning decisions, in 2010 the Association requested the Royal Borough update the planning guidelines. RM was advised that this could only be done after the CAMS had been adopted. In 2011 a draft CAMS was seen by the committee and comments from the committee were passed to the Royal Borough. RM had attended a meeting and read a prepared statement endorsing the document, now in third draft form, on behalf of the Association committee so that it could go out for Estate wide consultation. The Association had provided correct addresses of every house on the Estate and RM had requested that every household be consulted individually by a letter from the Royal Borough. RM had arranged with the Royal Borough for residents without internet access to receive a printed copy. RM had also requested a 'road show' at Shrewsbury House and an extension of the consultation deadline to allow for this to happen. LS had also asked RM to request this. Unfortunately the Royal Borough did not have the resources for this. 30<sup>th</sup> November 2012 is the deadline for comments. A newsletter will be distributed during the consultation period. This will remind residents of the consultation process being undertaken by the Royal Borough, outline the context of the CAMS and identify all the means by which residents



## 7 **Planning matters. (continued)**

may comment. It was agreed that committee members would email their comments to RM if they wished, to be sent on to the Royal Borough with the Associations comments. LMD suggested residents should contact Rebecca Duncan at the Royal Borough if there is anything they don't understand. CH was concerned about major changes. RM referred him to the letter from Rebecca Duncan and reiterated the context of the CAMS. GT asked about replacement windows and RM explained that residents did not have to re-install Crittall windows and could replace windows in a variety of materials providing they replicate the original design. SH read out a paragraph from page 36 of the draft CAMS (Recommendations, page 29-43) regarding windows, there was some debate, but it was felt that SH had misunderstood the meaning of 'accurately replicate'. RM remarked that if anyone had any comments on the Character Appraisal they should email the Royal Borough.

The situation at [REDACTED] is ongoing. RM brought everyone up to date on the matter so far, and all felt the Association should continue to vigorously pursue this.

Shrewsbury House had applied to fell a liquidambar tree-no objections raised.

[REDACTED]-remove large eucalyptus tree-no objections raised.

[REDACTED]-application for hard standing and front porch-objections raised. Permission refused by Royal Borough.

[REDACTED]-incorrect style of door-Replacement door to be installed.

[REDACTED]-two storey side extension-refused-taken to appeal.

LN reported that some work had already taken place. He also reported on plans at 27 Bushmoor Crescent to build a large extension across the back of the house, including the bay and to dig down and make a basement room in the back garden. He was concerned that they wouldn't go through official channels with these plans.

SH thought there should have been more applications to discuss. RM replied that he had covered every new notification received from the Royal Borough.

## 8 **Shrewsbury House grade II listing status.**

RHM left the room, to avoid any potential conflict of interest arising.



**8 Shrewsbury House grade II listing status. (continued)**

Shrewsbury House has been granted Grade II listing, although 28 Mereworth Drive and the annexe had not been listed. These were not considered sufficiently intact for Grade II listing.

LN (speaking in his capacity as treasurer of the Shrewsbury House management committee) said the house had been taken by surprise by the listing, their main concern being the effect it could have on maintenance costs. RM replied that he had been very careful in highlighting all stakeholders and their contact details in his original nomination to English Heritage. LN also said that Shrewsbury House needs to get more business to stave off the threat of closure. RM felt the Grade II listing status could be used to the benefit of the house. ND asked if the weddings that take place at the house were members of the wider public. LN confirmed that they were. RM expressed concern at the future of 28 Mereworth Drive and the annexe. It was agreed by the committee that he should appeal to English Heritage to re-consider their position if new facts could be obtained. If not, he would request local listing by the Royal Borough. RHM re-joined the meeting.

**9 Updating of website and use of email addresses**

In response to SH's email circulated to committee members prior to the meeting, Alex Hayesmore (AH) explained that he updates the website when he has time to do so and that due to the hosting package used he is quite restricted in how sophisticated the website can be. (CI) asked if there was a hit counter, AH replied that there wasn't as that was one example of what was not available on the current package. AH agreed that the contents pane had become a little overcrowded and would conduct a review of the layout of the website when convenient. He also explained how the spera domain email addresses work should residents use them to contact the committee. RM said that LN looked after the email address list and the Association would continue to communicate through newsletters, the website and the neighbourhood watch email list.

**10 Collection of subscriptions.**

RHM reported that the subs were banked, except for Plum Lane and Kinlet. AH handed RHM the collected subs from Plum Lane. RHM said he needed confirmation of who had collected Kinlet so he could chase this up. £850 had been collected, not including Plum Lane. Next year subs will be collected before the AGM at the newly agreed rate of £5 per household. JF asked what was collected in each road; RHM did not have a detailed breakdown readily to hand. LMD proposed collection in March and April, all agreed.



## 11 **Any other business.**

CH asked for a reply to his email of earlier in the year requesting the minutes of the September 2011 meeting. AH stated that the minutes were available on the website. CH felt he should be able to add his input to these minutes. LN said that CH had resigned from the committee at the September 2011 meeting, and suggested that as CH had now returned to the committee it was time for a fresh start and to work together as members of a committee. GT asked about the fire station mast. RM replied that the Association remained opposed to the addition of further equipment.

SH thought the position statement about kerb side maintenance should be rewritten. RM explained that this matter had been debated at length by the committee over the years and the statement had been agreed by the committee and the position taken by the committee ratified at the AGM.

GT asked about Cleansweep carrying out work in Mereworth Drive, RM replied that their schedule had been disrupted by the Olympics.

Michael Wood (MW) enquired into the date of the next newsletter. RM replied it would go out as soon as he had received some details from the Royal Borough. SH thought there should be more frequent newsletters, there was a discussion regarding the number of newsletters per year. RM stated that he aimed to send out two to three a year. LN stated that two to three a year was enough in conjunction with the neighbourhood watch email list.

MW also asked about the availability of the AGM minutes. RM said that, to the best of his knowledge, they were usually made available just before the next AGM. AH said he could have them ready for the next meeting however LMD said that this was yet more work for AH. A vote was proposed on changing procedure and issuing AGM minutes to the committee after the AGM. 4 votes for, 10 votes against.

LN requested volunteers for delivering newsletters etc.

LN- Bushmoor Crescent  
CI-Plum Lane  
LS-Kinlet Road  
MK & LMD-Mereworth Drive  
JF & RM-Ashridge Crescent

LMD thanked LN for his work on the neighbourhood watch. She also thanked RM and AH for their work on behalf of the Association, stating that RM's expertise on various matters was invaluable.

LN thanked LMD for her contributions.



There being no other business the meeting closed at 22.03.

**Date of next meeting Tuesday 4<sup>th</sup> December 2012 at 19.30. AH to arrange.**

Signed: (Chair)

Date: