

Fernwood Residents Association
Committee Meeting 10th April 2018, 7:30pm
Fernwood Village Hall

1. Welcome

Meeting Opened at 7:30

Present:

Ian McGregor – Vice Chair
Andrew Armstrong - Secretary
Ken Forbes – Maintenance Chair
Iain Moulds - Communications
Benji Fennel-Ross - Signatory
Jim Weale - Resident
Mollie Weale - Resident

Apologies:

David Mack - Chair
Steve Illingworth – Treasurer
Luke Ashmore – Communications
Cheryl Mack
Leigh Rickson

2. Chairman's Report - David Mack

Delivered by Ian McGregor

Tracy Ashmore has resigned from her role as events chair. We wish her well and hope that she continues to take an active role within the FRA; and is welcome back at any time should she want to return.

3. Vice Chair Report - Ian McGregor

Discussion with DWH/Barratt regarding sale of land (report available from Secretary)

Ian presented email communications to the meeting from DWH. DWH have no plans to sell the land and will consult residents should this position change.

Gypsum Report (report available from Secretary)

Communications with the gypsum company were presented. Once consultation is officially open then the FRA will alert residents to have their say through the usual planning channels through social media. Should residents have any further questions or concerns then they should contact the Parish Council, county council or the Gypsum site.

Funding from Parish Council

The FRA can apply for funding through the Parish Council (as with any group) once per year, up to a total of £2000. This application is to pay for the village fete, fireworks and any correspondence with residents such as Fanfare (to be rebranded MyFernwood). Ian McGregor will submit the application and supporting documentation on behalf of the FRA. Ian will also consult with the Parish Council regarding the combination of the magazine with the Parish Council magazine to save costs.

4. Secretary's Report - Andrew Armstrong

General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) security and stored information update

On the 25th May the new GDPR regulations come into force. To comply with these regulations all residents must be given the “opt out” choice to have their data removed from the FRA records. Andrew will have already sent a communication to all residents and will repeat it again closer to the deadline. Regarding data storage, all resident information must be securely stored. If this is electronic, then the file must not be accessible by anyone other than those authorised to view it. This means that shared computers must have a “digital safe” to keep the file secure in. Andrew has already created an electronic filing system through Google Drives where all documentation is kept. Committee members with responsibilities have read only access to it, and full access may be requested. Residents may also ask to access their own information. Should any members have unsecure documents or data then this must be securely destroyed or passed onto the secretary for disposal before the 25th May. Anyone needing help to secure their files please ask.

Regarding passwords and access to banking and the website, Andrew requested that he have a copy of the access codes as a back-up. This serves to access materials should something happen to one of the committee members and allows passwords to be changed should a member leave the group.

5. Treasurers Report - Steve Illingworth

The accounts were presented to the committee. These are available from the treasurer or secretary should anyone wish to view them.

Concerns were raised about creating a funding stream into the FRA to pay for the website hosting and events. This was discussed and deferred to the next meeting.

6. Maintenance Panel - Ken Forbes

Ken has 11 volunteers covering much of the development representing most Phases, owned properties and let properties. He is going to host the first meeting on 12.4.18 and report back to the committee in the next meeting.

Ken expressed an interest when holding a meeting with First Port that all parties have three representatives present. All day-to-day maintenance issues should be reported to First Port using their reporting procedure.

7. Events Report

The Events Chair is currently available. Expressions of interest can be made to any committee member.

The fate of the Summer Fete will be decided upon in the next meeting as it may be too short notice to organise. It could be replaced with a smaller event called “Picnic in the Park”. Communication team will gauge interest through social media.

8. Communications Report –Iain Moulds

A vote was held to agree the purchasing of the MyFernwood.org domain name, hosting and, design package and template. The vote was unanimously agreed upon.

Luke Ashmore will present the logo designs to the committee next meeting.

9. Date of Next Meeting

To be proposed

10. AOB

Parking

Please refer all parking issues to the Parish Council or District Council. They have the power to then refer issues further.

The FRA would like to clarify the following point:

All FRA residents, and committee members, do volunteer their time and services for free; for all activities within Fernwood. Where costs are involved then activities must be self-funding or have a small voluntary donation.

If anyone would like to come and offer their services to any event please contact the Secretary or any of the committee members.

Date of Next Meeting 8th May at 7:30 – Fernwood Village Hall

11. Close

Meeting Finished at 9:35

Published:

Sunday, 16 September 2018

Mr Andrew Armstrong

Fernwood Residents Association Secretary

fernwoodsec@gmail.com