



Minutes of the Meeting of the Council held on Tuesday
1 May 2018 at Fellowship House Willifield Way at 8 pm

Present: Emma Howard - in the Chair, Tony Brand, Terry Brooks, Tony Ghilchik, Colin Gregory, Adrian Hodgson, Peter McCluskie, Hella Schrader, Harry Simmonds, Ann Spencer, Rosemary Goldstein (Asst Secretary to the Council).

(A risk assessment was carried out in accordance with the agreed format.)

1. Apologies and absences.

These were received from Barbara Bliss, Alan Brudney, Jeremy Hershkorn, Simon Sackman and Gary Shaw.

2. Question Time for residents who are not members of Council

There were no non-Council members present.

3. Composition of Council and associated issues

3.1 Max Petersen had resigned from Council and Consam, and consequentially from the HGS Trust's committees. He was thanked by Council for the work he had done for the RA over many years.

3.2 It was agreed that Tony Ghilchik should replace Max Petersen as the RA's representative on the Trust's Finance & Organisation Committee.

4. Minutes of the previous meeting of Council, held on 17 April 2018

These were approved

5. Summer Fair

5.1 Volvo are happy with the publicity they are receiving for their sponsorship of the Summer Fair.

5.2 Volvo will be asked whether they would like anything to be printed on the rear of the A5 posters being prepared. **Action Hella S**

5.3 The entertainers have been booked and the timetable needs to be finalised.

5.4 St Jude's have said that a recording will take place in St Jude's which means that additional steps will have to be taken against noise from the music at the Fair.

5.5 Hill Close residents are holding a street party on the same day and have been contacting Hella Schrader with numerous queries.

5.6 Volunteers are required to help with the RA stall and control tent and Hella Schrader will post a request on the HGS discussion group. **Action Hella S**

5.7 An eNews will be circulated on 3rd June and publicity for the Summer Fair will be included in the next edition of Suburb News. **Action Terry B**

5.8 Prizes are still required for the raffle. Harry Simmonds offered to see what he could come up with. **Action Harry S**

6. Michael Rowley Talk

This will be held on 20th May at 3.30pm at the Friends Meeting House. Graham Fisher will talk about Letchworth Garden City. Reservations are not taken in advance for this event and usually 50/60 people attend. Hella has put up posters on Notice Boards and Terry is preparing an E News.

7. Review of notice boards

7.1 Emma Howard had met with Sue Aldous and Hella and they had agreed to check out some notice boards where their location or condition made it unlikely that they were used. Hella Schrader has inspected approximately one half of the Suburb notice boards she was asked to check out.

7.2 The notice board outside 116 Willifield Way has disappeared and the one by the bus stop in Falloden Way/Oakwood Road exit has reappeared.

7.3 Josh Berger may be asked to repair any broken boards and Terry Brooks has kept some spare parts which may be useful. **Action Hella S**

8. Meadway Gate pergola

Tony Ghilchik thought that the post is secure and not dangerous but he agreed to have a further look at it and talk to LB Barnet if needed. The pergola was repaired a few years ago. **Action Tony G**

9. Tree in Bigwood: update

LB Barnet's tree officer had now agreed to reduce the crown by less than they had previously suggested.

10. Roller banners

The wording and the design of the proposed banner has been agreed. There will also be a card printed to display in shop windows welcoming RA members.

Action Harry S/Terry B

11. Memorial Benches

11.1 Nothing further has been heard further regarding the Grey Close/Meadway bench.

Action Harry S

11.2 Two new benches have been placed in Temple Fortune Lane near the surgery but they have missing plaques. It is thought that David B Lewis has the plaques and he will be asked for them and the RA will then decide whether to reinstate them. **Action Harry S**

12. Open House: update

12.1 Alan Jacobs has left the Suburb and can no longer be the RA link and to organise the walks, but they will continue in a simplified form.

12.2 An application for a grant from the RA has been received. LB Barnet is probably the only local authority not contributing to Open House and the RA has been supporting this event for some years.

12.3 In previous years the HGS Trust contributed £800. The RA £400 and St Jude's and the Free Church both contributed £200.

12.4 A Motion was proposed by Emma Howard and seconded by Tony Ghilchik:

That the RA supports the Open House weekend for 2018 and make a gross payment of £800 on the basis that they will be reimbursed with £400, being £200 each from St Jude's Church and the Free Church

This was passed unanimously. Emma H will liaise with Judith Chaney about organising the walks this year and to inform Open City of the approval of their grant.

Action: Emma H

13. Stored RA papers

13.1 Numerous RA papers are stored in the RA office where space is limited. Rosemary Goldstein had gone through and listed these papers, for which Council thanked her.

13.2 A list had been circulated to Council highlighting suggestions as to which ones should either be disposed of or offered to the HGS Archives. It was agreed that an unmarked complete list should be sent to Colin Gregory, in his capacity as a trustee of the Archives, and he will establish which papers are of archival interest. **Action Peter M/Colin G**

13.3 It was agreed the RA should have a retention policy and that one should be drafted for consideration, initially, by EC. **Action Hella S**

14. Proms lunch time concerts: volunteers for RA membership stand

14.1 It was agreed that the RA should have a membership stand at the lunchtime concerts which they are sponsoring, on 23, 25, 26, 27, 28, 29 and 30 June. Volunteers will be sought to oversee the stand from 12.15pm. **Action Peter M**

14.2 It will be ascertained whether the RA can keep the roller-banners in St Jude's Church throughout the period of the Proms. **Action Tony B**

15. Refuse collection/bins

15.1 Emma Howard had met with Mark Connolly, the LB Barnet area Supervisor, on 18th April. Each time LBB clear the rubbish at Bute Mews the landlord is invoiced for the work. Mark Connolly will be meeting the landlord to discuss the continued issue of fly tipping and the possibility of fencing. Two extra wheeled bins have been provided for use by residents.

15.2 There is a general problem with fly tipping of large items around the Suburb which have to be regularly collected.

15.3 There had been no green bin collections for approx two months over the winter period apart from one in January done to pick up Christmas trees. This is apparently a policy matter to be raised with the local councillors. An email will be sent to them suggesting a monthly collection during this period once the Council elections have passed. **Action Emma H**

15.4 Emma Howard is in communication with Rob Wiltshire about replacing the bins in Northway Gardens.

16. RA website

16.1 An email with the latest Publications minutes and attaching the previous design proposals for an RA Website had been circulated. In the view of the Publications Committee, the RA's options are to:

- (A) Spend money to create a completely new website.
- (B) Pursue Steve Morris's long-held ambition to redesign the existing HGS website.
- (C) Leave things as they are. (This was the Publications preferred Option, given the lack of volunteers).

16.2 Steve Morris attended a recent EC meeting and said that he was intending to change the structure of the web site but this has not progressed. His website covers many suburb organisations and most have their own web site.

16.3 Some Council members felt RA would need a subcommittee and volunteers to deal with this on an on going basis otherwise it would not work.

16.4 Adrian Hodgson said that the RA would need to know the technology involved and what else they would like to integrate in the web site e.g. finance, resident's data base, ability to take payments, and there should be a review of what is required. There is software designed for organisations similar to the RA and he agreed to prepare a list of suitable software packages. **Action Adrian H**

16.5 The EC will consider this issue further at their next meeting. **Action Peter M (for EC agenda)**

17. RA finances

A report will be made to the 15 May EC meeting. **Action Emma H**

18. General Data Processing Regulations

A policy statement is being formulated and a draft will be circulated in due course.

Action Hella S/Emma H

19. Membership Survey

19.1 Harry Simmonds suggested using Survey Monkey to carry out a survey of what residents wanted from the RA which he thought would give good feedback beyond what can be gleaned from the Email discussion group. Peter McCluskie will send him the previous survey which was carried out about 25 years ago

Action Peter M

19.2 A show of hands took place and Council was broadly in favour of carrying out a survey at some stage in the future.

19.2 Although there is an e-News email list of about 1800 the RA would want the survey to also go to non members to encourage new membership. This could possibly be done by giving a link to an online survey in Suburb News.

20. Hampstead Heath consultative committee

Colin Gregory reported that a walk had taken place with the superintendent of Hampstead Heath and other managers to ensure that the Heath Extension was well managed and maintained.

21. RA Volunteers

A good response had been received to the recent e-News request for volunteers, with some possible new members for Roads and Traffic, some interest in the Hon Treasurer position and some advertising help. The residents concerned are being contacted by Emma Howard or (for R&T) Gary Shaw.

Action Emma H and Gary S

22. Date of next meeting of Council

Confirmed for Tuesday 3 July 2018 at 8pm in Fellowship House.