

**Elsa Park Community Trust Annual General Meeting Minutes  
Wednesday 18<sup>th</sup> October 2023**

<b>Present:</b>		
Michael Marren	MM	Owner Director (Vice Chairman)
Peggy Kent	PK	Resident Director
Anna Machnik	AMac	Owner Director
Asif Mahmood	AMah	Owner Director
Simon Temporal	ST	Tilia Homes Representative
Robert Anderson	RA	Streets Accountants
<b>In attendance:</b>		
Graeme Parrott	GP	Trust Manager
Bea Laidler	BL	Finance and Admin Officer

**Meeting opened at: 19:00**

### **1. Welcome & introductions**

- 1.1 MM welcomed all residents to the meeting and thanked them for their attendance.
- 1.2 Apologies for absence had been received from Jono Brough, Paul Fellows and Barry Cook.
- 1.2 MM then welcomed the Directors and staff present to the meeting, introduced them to the residents attending and updated the residents of Director changes.

### **2. Approval of the Minutes of the last AGM held on 19<sup>th</sup> October 2022 (Minutes are available on the website or on request from the Trust Office)**

- 2.1 The minutes from the previous meeting were distributed at the meeting to the residents. MM asked if the minutes from the last AGM were accurate, could he please have a proposer and seconder.
- 2.2 Resident Maureen Benjamin proposed that the minutes be accepted as an accurate record of the meeting held on 19<sup>th</sup> October 2022, the motion was seconded by resident Keith Gatland and carried unanimously.

### **3. Finance Directors Report and Approval of Annual Accounts 2022/2023**

- 3.1 GP presented the 2022/2023 Profit & Loss and Balance Sheet which had been distributed to the residents attending the meeting and asked if the accounts look accurate could he please have a proposer and a seconder.

3.2 Stuart Benjamin proposed that the accounts are accepted and Keith Gatland seconded the motion which was carried unanimously.

#### **4. Appointment of Auditors**

Resident Steve Broughton proposed that Streets Chartered Accountants should be reappointed as The Trust's auditors. This was seconded by resident James Brooks and the vote was carried unanimously.

#### **5. Chairman's Report**

In JB's absence, GP prepared the Chairman's Report which will be available to view on The Trust's website and included the following;

##### **5.1 Welland Drive**

5.1.1 GP revealed that The Trust had submitted the plan to the Local Authority, which has been approved to develop the green area in Welland Drive into a landscaped seating area for residents for which work will commence soon.

##### **5.2 Challenges**

5.2.1 GP explained that machinery spare parts are currently very difficult to purchase due to supply delays but The Trust has taken delivery of a new Ransome's triple gang mower which was ordered 15 months ago.

5.2.2.1 Energy costs have risen above the level of the Retail Price Index and it is difficult to obtain any competitive prices.

5.2.2.2 Resident Sean Riches questioned where the costs for energy occur because The Trust has a number of solar panels. GP responded saying the AGP doesn't yet have solar panels and the flood lights used for evening hires uses a high volume of electricity. GP added that he is investigating the feasibility of installing solar panel at the AGP.

5.2.3.1 The current weather experienced of sun and rain, are ideal growing conditions for vegetation which means grass is having to be mown more often putting a strain on the grounds staff.

5.2.4.1 To resolve the staffing strain, GP said that he has recruited another groundsperson with a view to increase grounds staff further in the new year.

5.2.4.2 GP revealed that he will be recruiting a caretaker for the Centre and another one for the AGP.

5.2.5 There has been wilful destruction to a number of trees around the development which are very expensive to replace.

5.2.6 The new Jubilee playpark continues to be vandalised. ST explained that the Heras fencing used to close of the playpark is also being damaged so there are plans to install CCTV in the hope this will act as a deterrent.

5.2.7 Tilia have completed all the ditch works at Elsea Park that come under their responsibility. The remainder of works that are the responsibility of The Trust, will be started in the winter when the greenery has died back.

5.2.8 The hedge along Haydock Park Drive was planted by the developer in hot weather and not watered by the developer, leaving the hedge to die. The developer has asked The Trust to replace the dead areas of the hedge and recharge the costs back to the developer.

### 5.3 Achievements

5.3.1 BL showed a diagram of what the Yearly Payment fee should have been this year if the increases went along with the Consumer Price Index rises. BL then explained that when the fee was first calculated, it was based on 2,000 residential properties but the actual number of properties is likely to be 2,700, an increase of around 26%. As a result, the Yearly Payment has been reduced by 25.9% accordingly with effect from April this year.

5.3.2 GP has introduced bedding plants around the development and the Community Centre to improve the aesthetics.

5.3.3 After 18 months GP has obtained a sun canopy for the patio at the Centre.

5.3.4.1 PK said how successful the Picnic in the Park event was and how the food distribution ran very smoothly. She added that Picnic in the Park is an annual event designed to bring the community together.

5.3.4.2 Next year PK plans to hold the event on the last Saturday in June and asked everyone for ideas on what to include.

5.3.4.3 Resident Sean Riches said as a first-time attender at the event, it was a brilliant day, well attended and expressed his willingness to be involved in the planning for future events.

5.3.4.4 Resident Christine Gatland asked about holding a tabletop sale to which PK agreed and said she was considering a car boot sale along Linear Park.

5.3.4.5 Resident Eric Butcher asked why food tickets were not available to which PK responded by saying that as soon as the tickets were released, they were taken so PK arranged for an additional sitting.

5.3.5 GP showed the residents photographs of the new purchases made including:

- the Water Bowser to service the trees throughout the summer.
- the Sweeper which is used around the Quaysides and other areas of the development with consent from Lincolnshire County Council Highways.

- a battery operated hedge trimmer to reduce fumes and noise and helps the operator by reducing the vibrations.
- a Flail to maintain the hedges within the development. Resident Stuart Benjamin asked about flailing the ditches along Newton Abbot Way to The Ridings. GP responded by saying it is the intention to flail every other year but this area hasn't yet been transferred to The Trust and no consent has been given by the developer.
- the new Triple Gang Mower which has reduced mowing time from three passes to one pass.
- the Cushman has now been replaced by the Polaris All-Terrain Vehicle.

5.3.6 Two new Neighbourhood Equipped Areas for Play (NEAPs) have been taken on by The Trust to maintain.

5.3.7 Tilia Homes have installed new benches on Plumpton Chase and Wincanton Way.

5.3.8 Usage has increased at the Artificial Grass Pitch (AGP) and also the Community Centre.

5.3.9 Community Centre weekend hires can be booked online and entry is via a phone app.

5.3.10 The lounge is now open as a warm space from Monday to Thursday where residents can come and socialise, work or just to keep warm.

5.3.11 A new Events Team has been formed who have hosted some very successful entertainment evenings with proceeds being donated to the Bourne Outdoor Swimming Pool and the Bourne Elsea Park Scouts.

5.3.12 GP also gave thanks to other volunteers who run the Wednesday Drop-In group, the AGP and the Stay & Play volunteers.

## 5.4 Future Objectives

5.4.1 A new extension to the Centre which includes washroom/welfare facilities for the Grounds staff and a new meeting room which due to the development expanding will allow Admin staff to use the current meeting room as an office.

5.4.2 Solar Panels are to be fitted at the AGP to reduce energy costs.

5.4.3 Two football academies will start in September 2024 to take up daytime use.

5.4.4 GoCardless will be used from April next year to collect direct debits. The advantage of GoCardless is that residents are informed 14 days prior to collection.

5.5 MM asked for volunteers to join the Board of Directors.

## 6. Questions submitted by residents

Residents emailed the following questions ahead of the meeting:

Q1. Could the developer responsible for the land on the gas easement near Craigmore Close give a timescale for when the area will be tidied up and seeded?

A1. Plans for the Linear Park extension has been submitted to Planning to lay a footpath but the developer is unable to clear the area due to nesting seasons. However, contractors are due to clear the area, level and prepare it for seeding from 30<sup>th</sup> October 2023. The Bellway temporary path will remain in place until Tilia Homes obtains planning consent. Resident Daniel Oladejo asked where the footpath will run to which ST replied that it will go from the AGP to Zone 5

Q2. When is the link path open from Len Pick, Zone 8, Barratts to Musselburgh Way behind the AGP please? Last update I saw in January this year suggested it should be completed by summer.

A2. Due to location issues with the AGP play area, work has stopped. Tilia Homes are working with Cadent, The Trust and other developers to resolve the problems with the play park that links with Barratts.

Resident Sean Riches asked if a temporary path could be installed and ST said that he would consider a temporary path if time allows but it may not be required.

Q3. Bourne Public Footpath No. 3 – can the temporary diversion of this footpath be properly maintained and, if possible, given a hard surface.

Context – this is currently diverted between the front of our property and the perimeter fence of the Bellway's site, however some people prefer to use the private path to our front door as an alternative. In the past this lead to people trampling through our rose garden and climbing over our fence rather than go back once they realised they couldn't get through. To prevent damage we opened up a small gap in the fence and put a slab down to give them an escape route. However, as people have moved into houses in the Ashberry and Bellway sites the traffic down our private path has increased and is set to get worse as the winter months approach and the real path gets muddier. We would like the real path to be the preferred pedestrian route into Bourne.

A3. GP said that people were using the 'Postman' path as the temporary path. ST is liaising with Bellway Homes, who are building up to the Tilia Homes boundary, to discuss ideas to encourage people to use the correct path but this is an on-going issue at the moment.

Q 4a. Wincanton Way footpath around Jubilee Park – what are the future plans?

A large section of the original made up path around the surface water attenuation pond is now completely overgrown and a new path has been formed on the opposite side of the pylon. The made-up path is in a poor condition with the membrane showing through in many places. Will the path be restored and properly maintained as outlined in the planning application?

A 4a. This is a temporary path installed by Bellway Homes, whom Tilia Homes are awaiting a response from regarding their query about the future of the path. GP feels that as the path is only temporary, it is likely to disappear.

Q 4b. As per the Elsea Park Management Plan of 2014, could we please help raise awareness and understanding of the site's environmental enhancement and nature protection measures, promoting them via the trust website and at the Centre?

A 4b. The likes of Google Maps and other App based solutions have taken the place of paper versions and The Trust regularly updates Google Maps with the locations of play parks, including photographs.

Information boards will only be placed once ownership of the land transfers to The Trust.

Q5. Can we please have more social seating on open spaces to encourage residents to use and appreciate the spaces? Stand-alone benches don't do this very well but are good for a quick stop. Picnic tables would be better.

A5. Social benches have already been installed at Jubilee Park and additional benches have been installed in Wincanton Way and Plumpton Chase. Welland Drive is due to have seating installed soon,  
The biggest problem with picnic benches is that they attract anti-social behaviour.

Q6. Can we please increase and maintain wildflower planting and meadow corridors in areas of existing open spaces to help recover and support dwindling biodiversity?

A6. Wildflower planting is something that has been investigated when The Trust takes ownership of the land. Already developers are incorporating this into their planting schemes including Zone 9 where there is a wildflower corridor around the attenuation ponds. Zone 10b is also looking promising although not everyone likes the untidiness these corridors bring.

Resident Sean Riches expressed his thanks to Tilia Homes for only cutting some areas twice a year to encourage biodiversity. He added that the area is looking good and very noticeable.

Q7. Is it possible to have bins in new development zones ahead of adoption (in partnership with developers) to reduce litter and dog fouling. Areas of concern in my neighbourhood: Welland Drive into Len Pick. Zone 8 (Barratts), Zone 9 (Tailor Wimpy).

A7. GP is negotiating with Taylor Wimpey who are willing to place bins at the junction of Len Pick Way and Prince George Road but they will not be able to service them. GP added that because of ordering delays, the lead time is at least 20 weeks so they will not be able to be installed until early next year.

## **7. Questions from the floor**

The following questions were asked by residents in attendance:

Q1. One resident asked if the noise from the AGP is being monitored?

A1. GP answered that only one complaint has been received which has been dealt with and the relevant people have been spoken to. However, there is very little that can be done about the whistle noise but the facility does close at 10:00pm.

Q2. Why were there no activities at the AGP during the summer break?

A2. There is one person working at the AGP now who only works 20 hours per week so he is unable to supply the activities. The partner clubs no longer have the volunteers to help host the activities so the Football Development Officer is employing the services of Peterborough Blues to run an activity during the October half term.

Q3. Resident Daniel Oladejo mentioned that there are three streetlights not working along Newton Abbot Way near the Bellway site.

A3. ST said that contractors have been repairing the lighting and footpaths in preparation for adoption and he will check to ensure that the three lights in question are on the list to action.

Q4. Resident Eric Butcher asked why the road surface has been taken up again after recently being repaired?

A4. ST answered by saying that core samples had been taken for testing and found to be inadequate so further remedial work had to be carried out. Works should be complete by the end of next week.

Q5. Resident Stuart Benjamin commented about the flats on the corner of Water Lane being dangerous because the bin store cannot be accessed, he added that there are bins and rubbish all over the place.

A5. GP agreed that this is an on-going problem and he will be contacting SKDC again to discuss a resolution.

Q6. Resident James Brookes ask if there are plans for road markings on Newton Abbot Way and Haydock Park Drive as there is no right of way and drivers assume that priority is theirs which ever road they are driving on.

A6. ST responded saying that the white lining is usually carried out when the development approaches completion but he will check to see if white lining is on the programme.

Q7. One resident asked what action can be taken against an Open Reach van driver who parks their van in a dangerous position.

A7. ST informed the resident saying that parking on Elsea Park has become an issue but long-term parking on the Elsea Park roads will be Highways responsibility when adoption takes place. Residents will be able to request a Highways Officer to visit the area to assess the parking conditions.

## **8. AOB**

There was no other business so MM thanked everyone for attending.

**Meeting closed at: 20:45**