

MINUTES OF ARA COMMITTEE MEETING - THURSDAY 16 MAY 2013

Present: Mary Conneely, Cynthia Ireson, Fiona Couper, Andrew Dawes and Sue Noon

- 1) **Minutes from the last meeting of the 17th April 2013 were agreed.**

- 2) **Creating a new constitution:**
 - a) We looked at the National Organisation of Residents Associations for guidance. Suggested that we could use their model to produce a draft constitution. To be signed off at next meeting.
 - b) Explored what are our aims are as a Residence association.
ACTION POINTS:
Mary and Andrew to meet and create a draft constitution and to email out.

- 3) **Treasures Update: Cynthia**
 - a) Forms completed for Bank transfer.
 - b) Subscriptions need to be discussed. Cynthia has been in touch with Liz Semple and has obtained a membership list from 2006-07.
 - c) Our expenditure is still not known
 - d) Mary suggested individual house rate needs to be modest. Suggestion of £5/household (£3 at very minimum)– suggested as a rate for the first year until expenditure is clearer.
 - e) Andrew – questioned if there are any restrictions about asking for money.
 - f) Points under discussion – Amount set, how do we collect, how do we commutate collection, receipt of collection, can we give out a card/paper receipt as a membership card.
ACTION POINTS:
Cynthia to contact Nora for further advice.

- 4) **Targeting of Street Reps:**

Fiona asked how we move forward with street reps – should we target anyone in each street that we know to see if they would be interested in representing their street.

 - a) Suggested meeting with street reps 2/year.
 - c) Emergency meetings – to be called if anything urgent arises.
 - d) Membership secretary – do we need one?
 - e) Cynthia – raised the issue of 'Ad Hock@ members - in 1997 there were 7 Ad-Hock members. Eg garage owners/rentals.
 - f) Should we be engaging the local businesses?
ACTION POINTS:
 - 1) Re visit role of street reps
 - 2) Explore sending out of a flyer (Fiona to look at)
 - 3) We need to identify and establish : –role of street reps
– looking for willing reps
-has anyone got any specialist skills that we could use and what are they?

AOB

Mary :-

Has bought a card and present for Marjorie - will find an appropriate time to give it to her.

Cynthia:-

- Role of Auditor – do we need to be audited? Mary thought not , as we are below a threshold which requires auditing.

Fiona:-

Adelaide House Planning application has been withdrawn.

- Suggested that there is a role for a Planning and Parking officer – Brian was suggested as a potential to fill this role.

ACTION – Mary to talk to Brian.

- Fiona said that she was happy to take on a Communication Role.

NEXT MEETING – Wednesday 3RD JULY 2013 8PM

Meeting closed at 9.40pm