

# Minutes

Warwick Gates Residents Association Meeting

Wednesday 4 June 2008, 8:00 pm at Cannons health Club

## Present

John Garrett - Chair

David Jonson – Secretary

Rachel Barnes - Resident

Malcolm Doody - Resident/Bishops Tachbrook Parish Councillor, (BTPC)

Sangita Emmett - Resident

Richard Emmett - Resident

Linda Smith - Resident

Val Ashfield - Resident

Angela Warner - Resident/BTPC

Debbie Wiggins - Resident

Kath Bannister - Resident

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## Apologies

Gerard Veness - Police

SGT Garry Holtby

Mini Mangat - Resident

## 1 Minutes of Last Meeting

The minutes were accepted as a true and accurate record of proceedings.

## 2 Matters Arising

- 1) Roles and Responsibilities of Committee Members were discussed re communication and team work -

✓ **Action - all agreed to address after 8 July event if necessary.**

- 2) Conflict of Interest and Quick Wins were discussed -

- Decision - All agreed residents who are also parish councillors have the same role, responsibilities and voting rights as other committee members.
- Declaration – John is a member of St Margarets Parochial Church Council, (PCC), which manages Warwick Gates community centre. John is a resident first at association meetings and will offer to leave the room during PCC meetings, should a conflict of interest arise.
- Decision – all agreed Dave should address BTPC offer of benches, with Angela.

- 3) Police Attendance at Meetings and Presentation was discussed –

Dave reported that Jerald Veness has moved on to do police work in schools and SGT Garry Holtby will inform the association of his replacement as soon as details are available.

## 3 8 July Event

### 3.1 Promotional leaflet

- 1) Malcolm's 8 April meeting promotional leaflet was discussed -
  - ✓ Decision - Issue themes were agreed.
  - Decision - Content was agreed.
  - ✓ **Action - Richard to draft flyer for Dave to circulate to committee for agreement by Friday 20 June.**
  - ✓ **Action - Richard to draft and E-mail to Dave for circulation by Monday 9 June.**
  
- 2) Payment for printing was discussed -
  - ✓ Action - Malcolm to approach The Conservative Association.
  
- 3) Postal return was discussed -
  - Decision - Malcolm to receive posted responses.
  - ✓ **Action - John to approach co-op re response box.**
  - ✓ **Action - Sangita to set up Google mail account for on-line responses.**
  
- 4) Distribution was discussed -
  - ✓ Action - All meet in two weeks with names of people willing to distribute, including us.

### 3.2 Survey Questionnaire – Sangita

Sangita talked everyone through the survey -

Action Sangita to produce by Friday 20 June.

### **3.3 Maps, Street Reps and Distribution**

Maps for distribution and street reps were discussed -

- ✓ **Action - All to take three areas each.**
- ✓ **Action - All to collect leaflets and mark area.**
- ✓ **Action - Malcolm to liaise with Dave re us collecting leaflets from Malcolm's house and mark off three areas.**

### **3.4 Misalaneous**

- 1) Attendance by external organisations was discussed -
  - ✓ **Action - Malcolm to get information on development, ask The Sort It Team and Police to attend.**
- 2) AGM date was discussed -
  - Decision - All agreed to propose for October, in line with constitution.
- 3) Consulting children and young people was discussed -
  - Decision - All agreed to hold a specific event in future.
- 4) Event Presentation was discussed -
  - ✓ Action - John to prepare and deliver using PowerPoint.
- 5) Public Address System requirements were discussed -
  - ✓ **Action - Dave to arrange.**
- 6) Photos of estate for event were discussed -
  - ✓ **Action - John to ask children and young people to take.**
- 7) Flip charts, pens and post-its were discussed -
  - ✓ **Action - All to liaise with Sangita.**

#### 4 Any Other Business

John reported successful meeting with Elaine Brown, Bromford Neighbourhood Investment Manager, Ian McDonald, Caretaker and Maria Franchi, Mozaic. Elaine mentioned Bromford may be able to include interested tenants and possibly residents association committee members, on its neighbourhood investment training course. Elaine was also keen to support the tenant voice on the estate, as Bromford has struggled to engage with it in the past. This could include targeted mail-shots and promotion through its newsletter.

Cannons Hospitality was discussed -

- ✓ **Action - Dave to write to manager and thank, also inviting to have a stand at the AGM.**

#### 5 Date of Next Meeting

All agreed not to meet before event, but E-mail committee members as and when actions are completed.