Charmandean & Area Residents’ Association

ANNUAL GENERAL MEETING

28 March 2018

Denham Room, Sanditon Conference Centre, Worthing College

**Attendance:** Richard Blows, Mark Bushby, Lisa Carmel, Peter and Tricia Croucher, Dr. Lyn Golding, David Goddard, Peter and Rachel Kent, Jacqui Lake, Kevin and Maggie McCormac, Lorna McKernan, Paul Morgan, Frank Patten, John Searle

The Chairperson (Kevin McCormac) opened the meeting by welcoming all Members who had attended and by paying tribute to the work that had been undertaken in setting up the Association by three Committee Members who, for various reasons relating to work, family and other commitments, were unable to continue on the Committee. Mark Lee had been instrumental in setting up the website, Peter Robinson had ensured that the financial processes were sound and well managed and Ray Foulkes had invested considerable energy in identifying ways in which the Association could operate effectively. Each contribution had been extremely valuable in the difficult process of setting up the Association.

1. **Apologies for absence**

A number of apologies had been received from Members including Councillor Elizabeth Sparkes, and Committee Members Ray Foulkes and Peter Robinson.

1. **Election of officers**

One nomination had been received for each of the following positions and the person nominated was duly elected.

Chairperson - Kevin McCormac

Vice Chairperson - Richard Blows

Secretary - Lisa Carmel

Membership Secretary - Lorna McKernan

No nomination had been received for the post of Treasurer. Members were asked to give further thought to who may be able to undertake this role and notify the Secretary.

1. **Election of committee Members**

One nomination had been received and Tricia Croucher was duly elected.

1. **Interim Financial Report**

The report prepared by Peter Robinson was accepted and showed a balance of £364.80 as at 31 December 2017. Since the Association had only been formed in August 2017, the first full report would be presented to the AGM in 2019. Since the date of the report, further expenditure included the cost of the public liability insurance and, as at the date of the meeting, the balance stood at £67.80.

The meeting discussed the level of subscription noting that the current level is low but also that it is important to attract a many Members as possible at this stage. Overall, there was a general feeling that a subscription of £10 was likely to be sustainable (though there were some reservations). The Committee will consider further closer to the time when the next subscription will be due.

1. **Report of Activities**

Lisa Carmel reported on the activities of the Association undertaken so far and planned. A great deal had been achieved in the space of a few months.

With the Association being a newly created body, much time had been dedicated to putting formal processes in place. These included the set up and development of the website and of a Members database, opening of a bank account and setting up accompanying processes, achieving recognition of the Association by the Worthing Council, contracting for public liability insurance and the agreeing of a constitution. In hand was a safeguarding policy.

The Committee had prepared a response to the consultation on the A27 improvement proposals in summer 2017. This had taken the form of a draft for the benefit of residents from which they could base their own responses and a response on behalf of the Association.

The Committee had liaised with local Councillors (especially Councillor Sparkes) on issues of concern. These included the pot holes at the grove Lodge roundabout and the abandonment of a caravan at the northern end of Hillbarn Lane. A resident had kindly offered to fund a notice board in the area and the Committee had worked extensively to overcome the administrative hurdles to making this happen. We are currently awaiting the final licence from the Council; once that is received the installation can take place.

Social events had been arranged including an afternoon tea at the Hillbarn Golf Club where those attending had the opportunity to learn to make Christmas wreaths and 3D Christmas cards (led by Felicity Lamb (Beeches Avenue)). The event was so popular that more people turned up than had booked and additional food and seating was needed to meet the demand.

The second event had been a pre-Christmas wine and mince pies evening plus raffle to win hampers, again at the Golf Club. This had been well attended and very much enjoyed.

Events for 2018 so far include a wine tasting evening plus supper\* and a dog show in September which will be held in conjunction with WADARS animal charity. The Association is also alerting Members to the opportunity to share a picnic in Charmandean Open Space in June and, in May, to a talk organised by Offington Residents’ Association in conjunction with the Dogs’ Trust.

\*Unfortunately, the wine tasting evening plus supper event has had to be cancelled as not enough people booked to cover costs.

More events are being discussed and will be announced in due course.

Planning had started for an Easter egg hunt in the Charmandean Open Space (Second Avenue) but research showed that the number of children living in the area who were in the right age range was too small to justify it.

Three newsletters had been prepared and circulated to every household in the area. These had been designed both to ensure awareness of the Association and to promote events. In addition, a newsletter had drawn attention to the guidance available on the website regarding the A27 proposals.

Members were invited to identify other projects – suggestions included surfacing of the car park off Hillbarn Lane and the opening of gardens in the area to residents.

1. **Appointment of reviewer of accounts**

Mark Bushby was appointed to review the accounts following the end of the financial year in December 2018 and ahead of the AGM in 2019.

1. **Amendments to the constitution**

The constitution had been derived from those of other local Associations. In the light of experience, three changes had been identified as needed to ensure that the constitution properly reflected the needs of the Association.

The meeting agreed three amendments to the constitution:

a) para. 6 Meetings: in the second paragraph omit “audited” and in the third paragraph replace “an auditor” with “a person to undertake a review of the accounts”.

b) para. 6 Meetings: in para. 6 before “the meeting” insert “where there is more than one nomination for the office of chairperson”;

c) in the section relating to Officers and Executive Committee:

i) in para. 1 line 2, after “officers” insert “and committee Members”;

ii) in para. 5 line 1, delete “the above” and replace with “Officers and committee Members”

1. **Any other business**
2. Lisa raised the issue of how to respond to invitations from nearby Associations to run joint events. A recent request had been received from the Offington Association regarding an event they were holding which was likely to be of wide interest. It was agreed that this needed to be considered on a case by case basis – some events would be of wider interest, others would be designed primarily to build relationships within the area and those would be best aimed only at residents.
3. It was noted that the absence of an identifiable centre for the community made it more difficult to build a better sense of community in the area. In addition, it was generally a very nice area in which to live with little scope for improvement. It was recognised that the area of focus needed to be on building and strengthening relationships amongst residents though there would also be issues (like the A27) where the Association would want to ensure the interests of residents were properly represented.
4. Lorna encouraged those present to talk with those they were in contact with about becoming Members of the Association. Currently there are 71 households as Members out of a potential of around 500. The personal approach was likely to be the most effective in drawing in new Members.

Members were encouraged to share ideas with regards to events or information that may be of interest to other Members and residents by contacting the Secretary at [charmandeanresidents@outlook.co](mailto:charmandeanresidents@outlook.co)m