**Minutes of Meeting held Wednesday 4th September at the Brown Jug**

**Apologies.**  Lizzie Symes, , Maria Thomas, Virginia Pawlyn, Caz Blair..

**Present:** Derek Scarborough: Chair, (DS), Richard James :Treasurer (RJ),Martin Mordecai (MM), Jan Champion (JC), Lorelei Symes (Lorelei), Karen Scarborough (KS), Judith Anderson (JA), Jill Douglas (JD), Rob Coltman (RC), Elise Forbes (EF).

**Minutes of previous meeting**

The minutes of the previous meeting were accepted

**Planning Applications:**

No new relevant planning applications have been received; however it has been noted that The Five Alls is being refurbished, and the Sup and Chow has changed hands and has returned to being the Brown Jug.

**Utility Boxes in Bath Road**

In addition to the utility box by the Post Office traffic lights, another box has appeared outside the Norwood Arms. Adrian Phillips of SPJARA has advised that there is sufficient funds to refurbish one of these boxes. In anticipation of further new boxes appearing it has been suggested that a fund is initiated and large businesses in the Bath Road be approached to contribute. It was further suggested that this fund be MM questioned the potential costs for future refurbishment and DS estimated that there were 1 or 2 new boxes a year, potentially 2 x £300/year split 3 or 4 ways. It was accepted in principle that NARA would contribute in the future, however the details of any agreement would need to be reviewed when available.

**Action : DS to liaise and advise developments.**

**Action : DS to enquire if Five Alls would be interested in renewing the painting on their cellar doors.**

**The Triangle**

The tree on the Triangle does not seem to have improved since it was mulched and had its stake loosened, in line with advice from Cheltenham’s Tree Officer, Chris Chavasse. It has been suggested that the tree be replaced. JH has advised that he will come to the October meeting with costed options.

**Action : JH to advise with a view to possible replacement.**

**Planters**

The grant for the planters has been received from the County Council.

DS suggested that the type of planter and its planting be discussed separately by the Triangle sub-committee.

It was suggested that the planters be purchased in time for it to be used as the support base for the Christmas Tree.

**Action : DS convene meeting to confirm planters design.**

JA and EF reported that there had been many positive comments about the Triangles from passers-by.

**Notice Board**

Has been ordered and is due for delivery Monday 7th October, DS and RC will install.

Consensus is that the notice board be mounted astride the Francis Street sign.

The drawing of the notice board was reviewed and the following suggestions were made:

1. Lorelei S suggested a sign be added to the board explaining the origins of the Triangle and NARA.

**Action : Lorelei obtain quotes for sign.**

**Action : RW forward proposed text to LS**

1. DS suggested a plan of the raised beds be produced showing the planting layout.

**Action : DS organise plan**

1. Typical items to be displayed might be:
	1. Acknowledgements of contributions/thanks to supporters/sponsors.
	2. Planting Plan
	3. Minutes of meeting
	4. How to join NARA
	5. Upcoming events such as:
		1. Advent Widows
		2. Christmas Concert
2. It was noted that Emmanuel Church posted flyers on the Triangle and accepted that these could be displayed on the notice board.

**Civic Awards**

At a previous meeting it had been suggested that there might be potential for submitting The Triangle to the Civic Society for an award in the Environmental Improvement section.

**Action : Lorelei S to monitor**

**Membership Report**

CB is trying to re-align membership payments to be due for payment on a fixed date annually; and is chasing outstanding subs.

**Action : CB to advise progress on membership realignment to 1st January.**

**Action : CB to provide street reps with up to date details of membership.**

**Fundraising**

JH and JD volunteered to help with fundraising.

**Action: DS to convene Fund Raising meeting.**

**Finances**

RJ reported current balance of £3534.61.

DS advised he had bills to submit for printing (previously agreed but not submitted) and receipts for varnish that had been applied to the raised beds in August.

**Action: KS to check progress with Andrews.**

**Litterpicks**

An email from a resident had been received highlighting weeds growing in the roadside kerbs and some overgrown hedges. DS had already responded to the resident by suggesting they complain to the Council and take ownership of the area in front of their house to encourage others to follow suit.

Following discussion of the email a number of points were raised:

1. A note be included in the next newsletter encouraging people to maintain their frontages.
2. RW volunteered to help with “attacking” some of the ingrained weeds in Naunton Crescent and suggested purchasing a particular tool costing around £7 each. This was accepted

**Action: RW to forward details of tool to RJ so that he can purchase.**

1. DS suggested that a “Front Garden” or “Window Box” event might encourage people to take more in the appearance of their frontages in particular and the street in general.

**Action: All: To be revisited in the New Year.**

1. It was pointed out that some residents, particularly the elderly, have difficulty in maintaining their frontages and perhaps we should offer to help .

**Action: All to identify anyone who might need help in maintaining their frontages.**

1. JA advised that someone had leafletted Naunton Crescent around Christmas last year, offering to shop for anyone who was unable to do it themselves.

**Action: All: Review at later meeting..**

**A.O.B**

**1. Christmas Cards**

JD offered to produce a Christmas card for NARA and this was gratefully accepted. Jill also outlined the details of a 2 day power outage in Exmouth Street which involved Western Power and a very loud generator.

**Action: JD organise Christmas Card**

**2. Christmas Carol Service**

The expenditure of approximately £125 was sanctioned to pay for closure of Hermitage Street for the Christmas Carol Concert. The offer of DS offer to organise the Christmas Carol service was accepted and the road closure fee of £125 Was sanctioned.

**Action: DS confirm date of Christmas Carol Service ASAP.**

**Action: DS apply for road closure in time for appointed date.**

**3. Christmas Tree**

The intention is to have a Christmas Tree on the Triangle

**Action: RC to investigate sources of Christmas Trees for the Triangle**.

**4. Christmas Tree**

In response to a question from VW, DS confirmed that it is intended to hold an Advent Window event this year.

**Action: KS to organise Advent Window Event.**

Next Litter Pick: Sunday 13th October

Next Meeting: Wednesday 16th October

D Scarborough

14th October 2019

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