



## **Minutes of Annual General Meeting held Wednesday 18<sup>th</sup> November, 7.00pm at The Sup and Chow**

**Apologies,** Maria Thomas, Lucy Dodswell, Brenda Campbell, Klara Sudbury

**Present** – Derek Scarborough (DS), Karen Scarborough (KS), Judith Anderson (JA), Loelei Symes (LS), Derek Cole, Heather Cole, V Willetts (VW), Richard James (RJ), Sue Key (SK), Rob Willetts (RW), M Mordecai (MM), E Forbes (EF), J Champion, Virginia Pawlyn.

### **Minutes of previous meeting -**

Accepted without change

### **Chairmans Report**

DS congratulated everyone on another successful year, NARA were now in a healthy situation financially and had the inaugural Carol Service and Advent Windows to look forward to. Full text is attached.

### **Treasurers Report**

Richard reported that funds had increased from last year by £581 and we currently have £2490 in the bank with a payment of £364 toward the Utility boxes pending. He further advised that he is organising online banking access, and stressed the implications of this (overrides 2 signature process), however it was deemed sensible to have online access. Following discussion it was suggested more online readers be ordered for use by Chairman and Secretary.

### **Post Meeting Note**

DS has requested that RW be the 2<sup>nd</sup> holder of an online reader rather than himself.

**Action 1: RJ arrange 2 online readers for CB & RW**

### **Election of Officers**

Chair, Treasurer and Secretary confirmed they were willing to continue in post and were elected en bloc by a show of hands.

### **Planning Applications - 252 Bath Road (Market)**

New plans have been submitted which will go before the planning committee in January or December.

**Action 2: DS to monitor 225 Bath Road situation**

### **Planning Applications - My Coffee**

SK expressed concern that My coffee has submitted an application to supply alcohol (Monday-Saturday, 7.30-23.00 and Sunday, 9.00-23.00). SK outlined the past litter problems and non-communication issues with My Coffee and urged members to object if they shared her misgivings. DS agreed to write to CBC Licensing team.

**Action 3: DS to write letter to CBC Licensing Committee before 20<sup>th</sup> November**

### **Membership Report**

We now have 72 members we added 5 new members since last meeting.

### **Utility Boxes**

The application in August for funding to refurbish Bath Road Utility boxes has been successful and work should commence before Christmas and be finished early next year.

**Action 4: DS to continue liaising with SPJARA & Cheltenham Connect.**

### **Triangle**

The David Austen Roses has been purchased and planted on the Triangle.

DS thanked Elise for all of her efforts in producing a fantastic design for the Triangle.

It was suggested that a letter of thanks be sent to Rachel thanking her for the use of her outside tap during the long hot summer.



### **Carol Service**

DS reported the following work completed or in progress.

Salvation Army band has been booked for 20<sup>th</sup> December commencing 6.30pm.  
Plans for closing Hermitage Street were well advanced with the County Council.  
Barriers & Traffic signs as well as Bollards are being sourced.  
Risk Assessment & Method Statement (RAMS) have been written.  
Carol Sheets to be produced.  
Notice to be posted outside park and school.  
Bath road contributors o litter pick equipment to be invite to concert.  
Sup & Chow have kindly offered to supply Non-alcoholic mulled wine and mince pies for 100 people.

Karen was finalising the text and carols to be sung, VW, JA and LS volunteered to help with the carol concert.  
RC agreed to site Marque for the band and provide 2 tables for food.

### **Christmas Tree**

Having been approached by RC, Colin & Jane of Roots and Fruits have kindly offered to donate a tree. RC to advise when ready for collection.

**Action 5: RC arrange collection of tree**

### **Planters**

Martin Smith of MCS Joinery has consented to storing the excess sleepers till the new year.

### **FoNP Autumn Fair**

NARA attended the Friends of Naunton Park Autumn Fair and broke even after selling Triangle bulbs and paying £10 for pitch. DS had purchased collection boxes for the event and the committee were happy to reimburse this expenditure. Thanks to Rob for organizing the Tables and Awning.

### **Welcome Leaflet**

Still proceeding.

**Action 6:KS produce draft**

### **Newsletter**

The Autumn Newsletter was delivered and resulted in a healthy response to the Advent Windows applications. Have so far realised 20 applicants.

### **Advent Windows**

Karen reported that responses to the Advent Widows were arriving thick and fast and anticipated realising the full 25 windows..

### **A.O.B**

DS and MM will be attending a "Connecting Cheltenham Workshop" on 12<sup>th</sup> December at the Municipal Offices that is being run by SYSTRA on behalf of CBC.

**Next Meeting: TBA**

**Next Litter Pick: Sunday January 13th**

**D Scarborough**

**22<sup>nd</sup> January 2019**



**AGENDA – 30<sup>th</sup> January, 7.00pm at The Sup and Chow**

**Apologies,**

**Minutes of previous meeting -**

**Planning Applications - 252 Bath Road (Market)**

**Planning Applications - My Coffee**

**Utility Boxes**

**Triangle**

- **Carol Service**
- 
- **Christmas Tree**
- 
- **Planters**

**Newsletter**

**Advent Windows**

**Printing Costs**

**A.O.B**

**Next Meeting: Wednesday 6<sup>th</sup> March**

**Next Litter Pick: Sunday 10<sup>th</sup> February and then every 2<sup>nd</sup> Sunday in the month.**

**D Scarborough  
22<sup>nd</sup> January 2019**