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**Minutes of the Roussillon Park Residents’ Association Committee Meeting held on 10 July 2018 at 24 Otway Road at 7pm**

**1 Preliminaries**

* 1. Present: Ken Jones (KJ Chair), Gerry Cleaver (GC), Alistair Hoare (AH), Robert Johnston (RJ), Lory Lloyd (LL), Pat Riches (PR), Peter Day
	2. Apologies: Susan Rose, Fiona Steele, Matt James, Jemima Noyce, Matt Taylor
	3. These Minutes will be more action centred than usual due to our Minutes’ secretary (FS) taking a deserved break!
1. **Minutes of Last Committee Meeting 9 May 2018**

Accepted as a correct record.

**3 Matters Arising not covered elsewhere on the Agenda**

None

**4 Chair’s Report KJ**

**4.1 Planning Application for the Keep**

KJ reported that nothing has been seen online or by email on the application, but he noted that there was a planning committee meeting scheduled for 18 July.

**Action: KJ to write to local councillor, Simon Lloyd Williams, asking him to check at CDC. KJ will also ask if SLW would still be happy to speak for 10 mins at the RPRA AGM in Sep. Post meeting note: He will speak at AGM.**

**4.2 New Property Manager**

RMG have appointed yet another Property Manager this year. Damian Purcell lives locally and is reacting quickly to issues brought to his attention eg moving on caravans etc parked in contravention of covenants.

**4.3 2018/19 Service charge budget**

RJ pointed out the errors in the recently delivered estate service charge budget. The key points were: publishing block only charges after RMG had assured block residents this would not happen again; incorrect number of dwellings shown; plumbing and heating costs should only apply to Phase 1 for district heating. This was a disappointment and the budget is to be revised and reissued by RMG.

**Action: KJ to write to Chair RPManCo Steering Group on this and communication with residents in general on ManCo matters.**

**Post meeting note: KJ had a useful meeting with Chair of ManCo Steering Group that covered his brief at the AGM, Phase 1 heating and general ManCo matters. These points were covered in an email, a copy of the relevant points at Appendix 1 to these Minutes.**

**4.4 Community Speedwatch.**

**Action: KJ has recently emailed the local group asking if they ever operate on Broyle Road/Lavant Road.**

**5 Finances and Membership (GC)**

GC reported a welcome uplift in membership to 63 paid-up households. Finances stand at £323.96 in the current account and £27.10 petty cash.

**6 Gardening and MOD Liaison (LL)**

**6.1 Gardening**

**Action: It was agreed that any gardening issues should be passed on to the contractor by RMG only.**

**6.2 MOD**

Nothing to report (contact on sick leave).

**6.3 Benches**

**Action: No further action until residents take over the ManCo.**

**7 Goodwood Liaison**

PD had attended the recent, well attended, Goodwood Motor Circuit Consultative Committee meeting*.* Discussion centred on the Festival of Speed and noise in general, which is closely monitored and within agreed limits.

**8 Picnic on the Green**

With close to 100 participants, good weather and £130.62 raised for the Sage House, Dementia Hub and some really fine cakes the event was a success….it was agreed to hold the event again in 2019.

**Action: Members of the Summersdale Residents’ Association committee attended and were impressed. We will discuss with them, nearer the time, how they might participate next year.**

**9 Other Social Events for 2018**

**9.1 ‘Secret Gardens of Roussillon Park**

This was an outstanding success with £850 raised for Kent, Surrey and Sussex Air Ambulance. Janet Johnston, LL, PR and their many volunteer helpers are to be congratulated. A specific wash-up has been planned and will consider future similar events.

**9.2 Royal Sussex Regiment in WW1 Talk (7 November)**

**Action: Initial announcement at RPRA AGM.**

**9.3 Lions at Christmas**

In hand (KJ liaising).

**9.4 Carols at Christmas (16 December at 4.00pm)**

In hand.

**9.5 Presentation by Air Ambulance**

It is proposed that K,S and S Air Ambulancebe invited to give a fund raising talk; they are interested and a date will be investigated.

**10 Date of Next Meeting**

AGM on 12 Sep 18 to be preceded by short committee meeting to agree the agenda.

**101 Any Other Business**

**11.1 Enforcement of covenants**

**Action: RJ undertook to draft a notice that RMG be encouraged, along with Hastoe, to deliver to all residents reminding them of their legal obligation to follow the covenants.**

There being no further business the meeting closed at 20.20

**Appendix 1**

**ManCo Steering Group update**

**Appendix 1 to RPRA Committee Minutes**

**The ManCo Steering Group update**

1. Phase 1 residents, and RPMSG representatives, had a meeting on 12 Jul 18 with ZeroC, RMG and Hastoe. Those who need to know the outcome will be informed (when the minutes are published). This was followed on 13 Jul 18 by a meeting with ZeroC and RMG attended by the chair and other key members (the “hardcore”!) of the RPMSG. The following are some key points from that meeting written by the Chair, David Coke:
2. “The RPMSG hardcore's meeting with ZeroC and RMG on the following day was equally positive and constructive.  It was based on an agenda formed by a ‘Memorandum of Understanding’ (MoU) which we had been advised to put to ZeroC, and get them to sign as a firm statement of intent.  While they shied away from actually signing the MoU, ZeroC did agree to undertake the several repairs/replacements to features of our roadways listed in it, and to provide us with all the relevant documentation on various aspects of Roussillon Park’s ownership, management and maintenance.  More importantly, though, they agreed in principle to resolve our two ‘red-line’ issues to the satisfaction of all parties.  These are, of course, the replacement of the heating system in Phase One, and the topping-up of the Capital Reserve Fund to an agreed level, based on several factors, including voids payments, refunds of costs that should have been borne by the developer, and the use of roadways during the contract period.  They will also agree with Colten Care an annual fee (backdated) for their use of the Charlotte Avenue entranceway, to be paid into our Capital Reserve.

Deadlines were agreed for all actions listed in the MoU, the first of which falls in mid-August; this will give us an indication as to the developer’s good intentions.  We will not let the pressure off until we see real progress on the ground.  We have, though, no reason to believe that ZeroC will not undertake what they have agreed to (am I learning from D. Trump here??), so, as a result, the Steering Group has retained 1 January 2019 as the prospective handover date from ZeroC directors to elected resident directors, and the re-activation of the Roussillon Park Management Company.  This means that we will need freeholders and other qualified residents to put their names forward as candidates for election, so that we can reassure ourselves and the body of residents that we will have enough names to make up a worthy list of candidates for election to the board of directors – we have to have a board of resident directors in place before handover can happen.  If/when the terms of the Memorandum of Understanding are fully met, and a group of resident directors has been elected, the Steering Group’s brief will have been fulfilled, so it will automatically cease to exist, and ZeroC will formally hand over the reins of the Manco to the elected resident directors.

If anybody would like more information on any of this, please do ask.  Some of it will have to be kept confidential while negotiations proceed, but I hope to give you all further information in due course.  By the time of the RPRA AGM in September, we should have seen considerable progress on both red-line issues, and I will be hoping to give a fuller report at that meeting.”