



Stoughton Community Association

including the Stoughton Community Centre Project (SCCP)
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MINUTES OF THE SCA COMMITTEE MEETING, MONDAY 8th JANUARY 2007

At Emmanuel Church, Upstairs Room 8.00pm

Present:

Paul Kassell	Chair
Dinah Bisdee	Vice Chair
Ian Godfrey	Secretary. Secretary for the meeting.
Malcolm Kimber	Treasurer
Cllr Pauline Searle	Committee member.
Peter Gunner	Committee member. Arrived end item 2.
Cllr Olaf Kolassa	Committee member.
Fiona White	Committee member. Rep for SCC
Cllr Jayne Marks	Committee member. Rep for GBC.

1. Apologies:

Maureen Bell	Committee member.
Wendy May	Committee member.
Michael Andrews	Committee member. Resigned.
Linda Shefford	Committee member. Resigned.
Michael Hanson	Committee member. Resigned.
Robin Clinch	Committee member. Resigned.

2. Previous meetings minutes:

a) *Agree/amend*

2.1. Dinah proposed the minutes are an accurate record of the meeting, seconded by Pauline. Approved.

b) *Review actions not covered elsewhere*

- 2.2. **Old action: Jayne** to discuss the ToR for the SCA Planning Sub-Committee with GBC standards committee to ensure there is no conflict of interest.
- 2.3. **Old action: Pauline & Jayne** to chase sponsors payment for April's AGM.
- 2.4. **Old action: Ian** to produce minutes for January AGM 2005.
- 2.5. **Old actions: Peter** to provide outstanding information.
- 2.6. Generally agreed not to write to QEP developers asking to pay for a traffic review because we didn't want to complicate community centre or traffic matters any further.
- 2.7. **Old action: Robin** to circulate the Anti-Social Behaviour sub-committee's ToR, for **all** to review and provide feedback.

3. **Miscellaneous**

a) ***Resignations of Michael Andrews, Linda Shefford, Michael Hanson and Robin Clinch from the General Committee***

- 3.1. At the previous meeting members refusing to sign the constitution were actioned to consider their position with regards to the majority decision that all members should sign up or resign. The above named members wrote to say they would resign if the majority did NOT agree to (i) remove clause 2(b) of the constitution as the sole specific objective [*to establish and run a Community Centre*], and (ii) purchase public liability indemnity insurance.
- 3.2. Paul proposed, seconded by Fiona, and unanimously approved, to:
- a) not agree and therefore to accept their resignations;
 - b) encourage continued involvement on sub-committees;
 - c) expect a demonstration of positive practical commitment prior to being accepted on a sub-committee because of past experience where some members had not demonstrated this.

Action: Paul to send email accordingly

- 3.3. During discussions, a number of points were noted [*not verbatim*]:
- 3.3.1. At the AGM in April, and prior to and at the first meeting in May, some nominees had complained about the interpretation and wording of the constitution. It had been explained it adheres to the Community Matters model (template) used satisfactorily by many community associations. [*See minutes of AGM and 8th May*]
- 3.3.2. Each had signed a nomination form prior to the AGM that said they agreed to be a trustee and abide by the constitution and its objects, and were duly elected. Paul said that by their signing this form he had been willing to 'open the doors' and trust them.
- 3.3.3. At the first meeting, the four members and Gavin Critchley refused to sign up to the constitution, and insisted that the constitution and indemnity insurance be reviewed. This was agreed to in the spirit of co-operation expressed by the committee prior to, during and after the AGM. [*See minutes of AGM and 8th May*]
- 3.3.4. The General Committee appointed a group to review the constitution, to be chaired by Gavin with Ian and Glen Herbert. Gavin and Glen had been most vocal about the constitution. Gavin did not arrange a meeting or discuss, despite requests from Ian.
- 3.3.5. After investigation, the General Committee agreed to postpone the purchase of indemnity insurance until SCA had financial or contractual commitments.
- 3.3.6. SCA wants charitable status, and the Charity Commission require all members to sign up to and abide by the constitution, and so members were asked to sign up or resign. Gavin had already resigned.
- 3.3.7. The four other members refused to sign unless clause 2(b) was removed, but made no mention of any other constitutional concerns. Glen had requested the same in February; Gavin also by email prior to 8th May, but it had not been mentioned since, nor at any meeting.
- 3.3.8. Paul as SCA Chair, sent a response explaining legal advice said the community centre must be an explicit objective and everyone has to sign up to it if we wish to get charity status. Paul sought a compromise, but there was still objection to this clause, leaving the committee no alternative other than regretfully accept their resignations.
- 3.3.9. If people want to help they are still eligible to serve on sub-committees, without agreeing to the constitution, so long as they continued to actively help, for example with fund-raising, event organisation or organising other beneficial activities.

b) Charity Application

3.4. All members present signed the charity application form.

New action: Wendy (not being present) to sign charity application form.
New action: Maureen to proceed with application when Wendy has signed and accounts are approved.

c) Constitutional Review Group

3.5. Ian proposed, Pauline seconded, to halt work for now and consider review of the constitution again after the AGM. Approved.

d) Standing Orders

3.6. Ian proposed, Jayne seconded, changes to standing orders as shown on page 5 below. Approved.

e) AGM

3.7. Generally agreed the date for the AGM should be as soon as possible, after the charity application is submitted, avoiding schools holidays and May elections.

New action: Ian to organise AGM, with help from Jayne and Dinah.

f) Future Meetings

3.8. Generally agreed that meetings should now be monthly and review again after the AGM. Booking costs can be saved by holding in members homes.

4. Treasurer's Report

4.1. Malcolm presented the accounts for the last financial year, and accounts for the first half of this year. Generally agreed the accounts were satisfactory, but Ian requested clarification of the way general (unrestricted) funds are designated.

New action: Paul and **Malcolm** to speak to **Maureen** about designation.

4.2. Malcolm proposed, Paul seconded, and generally agreed that no commitment should be entered into without the consent of the Treasurer who will refer it to the General Committee if required. Budgets are set by the General Committee.

4.3. Generally agreed that fund-raising is a priority. Acknowledged that Maureen had raised the majority of funds that had kept SCCP and then SCA going for over 4 years. Paul asked for a volunteer to chair fundraising. No volunteers. Jayne agreed to fund raise for the AGM [see item 3.7].

New action: Paul to ask those not present if they wish to chair fundraising.

New action: All to think about specific requirements for which grants can be applied.

New action: Ian agreed to progress some grant applications.

5. Traffic Sub-Committee

5.1. Paul gave the Traffic Sub-Committee Chair's Report [see page 5].

5.2. No details of the North Guildford Park'n'Ride 'needs analysis' has been forthcoming but Dinah has already obtained details of how one is performed. It was generally agreed we wanted sight of the North Guildford Survey.

Revised action: Jayne to ask for details of the North Guildford survey.

5.3. **Action:** Item on street lamps carried over. [SCC have an ongoing project to replace old streetlamps plus new locations, and are seeking priorities from residents.]

6. Planning Sub-Committee

6.1. Paul gave the Planning Sub-Committee Chair's Report [see page 6].

6.2. **Action:** Item on Headway development carried over.

7. Anti-Social Behaviour (ASB) Sub-Committee

- 7.1. No Chair's Report this month. Waiting for ToR.
- 7.2. Pauline reported she had attended the last meeting of the TA Centre Youth club started by Sheila Willis and the Safer Guildford Partnership, where 19 young people enjoyed themselves and named it "Stoughton Massive".
- 7.3. Ian reported Sheila was expecting the local community to take over the activities and management, and had arranged a meeting which was postponed. *[Now on 24th]*

8. Community Centre Project (SCCP) Sub-Committee

- 8.1. Ian gave the Community Centre Project Chair's Report *[see page 6]*.
- 8.2. **Action:** Items on catchment areas, 'Contact the Elderly' and Terms of Reference carried over.

9. AOB

- 9.1. None.

The meeting closed at 9:45pm

DATE OF NEXT MEETING: **MONDAY 12th FEBRUARY 8pm at TBD.**

Acronyms

GBC	Guildford Borough Council
SCC	Surrey County Council
LDF	Local Development Framework – replaces the old Local Plan
TBHSPA	Thames Basin Heath Special Protection Areas – includes Whitmoor Common
SCCP	Stoughton Community Centre Project, sub-committee
ASB	Anti-Social Behaviour sub-committee
TWG	Traffic Working Group, Traffic sub-committee

Minutes prepared by Secretary of the meeting Ian Godfrey.

Approval of these minutes was:

Proposed by

Seconded by

Approved at a meeting held at

On

Standing Orders – Proposals 8th January 2007

1. Proposal to accommodate occasional Treasurer's Reports. Amend Standing Orders as follows:
 - Insert "Treasurer's Report" above item (e) in clause 4.3.
 - Remove the word "Chairs" from clauses 4.4 and 4.5
2. Proposal to correct typos. Amend Standing Orders as follows:
 - Change clause 3.10(a) to 3.11.
 - Clause 4.2 spelling changed to 'principle'.
3. Update version table and circulate revised Standing Orders as version 6.0.

Treasurer's Report for January 2007

1. Accounts for financial year 2005/06 prepared.
2. Account for half year to December 2006 prepared.

Traffic Group Progress for January 2007

Progress

Escalation

1. No response from Ombudsman. I now understand that Derek Lake will be job-sharing his job!

Traffic 2000

2. Awaiting the response from organisers on the subject of pavement surfing.

Speed Gun Training

3. Training organised for late January.

Protests

4. A provisional date for the next protest has been set as 25th January. We are looking for some novelty to encourage press coverage.

Other

5. Northmead School Pegasus service will enter and leave by the north end of Grange Road.

Issues / Decisions

6. None.

Plans

7. Set up ready for speed monitoring in Manor Road.
8. Attend Governors' meeting at Northmead.
9. Next Protest 25th January – please support us. [8-9am]

**Planning Sub-Committee – Chair’s Report
for January 2007**

Progress

SPA

1. Awaiting response from Mike Nevins.

Applications

2. 72 Waltham Avenue - ugly block of flats replacing residential house
3. Spoke at Planning meeting against 95 Broadacres. Site visit and subsequent deferral until January 9th.

GBC Consultation

4. Responded to “A Landscape Character Assessment For Guildford”. Thanks to Maureen for her help.

Issues / Decisions

5. Please help by objecting to plans promptly when asked to do so.

Plans

6. Continue in line with North Guildford Alliance.
7. Organise protest against 72 Waltham Avenue as soon as planning put in.

**Stoughton Community Centre Project Report
for January 2007**

Progress

1. Pauline has learnt from Ivan Ball they have a new developer interested in the site and talks are taking place with them. When there are more definite plans Ivan will be in touch.

Issues / Decisions

2. No progress with the S106 amendments.
3. Need to separate SCCP and SCA funds.
4. Bill Perkins’ email re catchment areas.

Plans

5. Future progress will be reported.
6. New Terms of Reference for SCCP is being drawn up.
7. Charity application.
8. Develop funding plans, for inclusion in charity application.