

# Nansledan Community Association (NCA) Minutes

Location: Duchy Office

Date: Thursday 17 Jan 19

Time: 12:30hrs

Chair: Theresa

Attendees: Vice Chair - Richard Thomasson

Secretary - Debbie Hayes

Events - Julia Dearing

Treasurer - Jane Combes

Web Master - Annalisa Mather

Community Support Officer - Clare Anderson

## **WELCOME AND INTRODUCTION**

- The meeting was opened by Theresa who thanked everyone for attending and discussed how the meeting would run.
- Previous minutes - due to the formation of the New committee there were no previous minutes produced by the chair. The NCA Committee has been in place for over a year and all original objectives and actions were achieved ready for a new committee team to take over.

## **SECRETARY**

- All minutes will be placed into a Dropbox within 5 days after each meeting. All committees members will then have 5 additional days to make amendments or add comments prior to the distribution of the minutes.
- Prior to each meeting each committee member is requested to provide the committee with a list of their points/updates including any large amounts of text to allow the meeting to flow efficiently.
- Apologies for not posting minutes from the Duchy meeting

- **ACTION** - a copy of the minutes will be provided attached to these minutes. (DH)

## **TREASURER**

- An annual breakdown of funds was provided.
- Total In - £1275
- Total Out - £660.65 (summer function, BBQ, Public Liability Insurance, AGM/ Social Event & Christmas function).
- Left in bank - £614.36

## **EVENTS COORDINATOR**

- Christmas function was a success and well attended. 45 selection boxes were handed out to children and the live singer received £70 in donations. We also received £35 donations made for food and drink. Thanks to all who helped make the day a great success and a special thanks to Debbie's husband who helped out on the day wearing a big red costume
- Plans are in hand to set up a monthly Quiz night which may be hosted at the Pantry. Planned first event will be first week in March. More details to follow.
- **ACTION** - forecast of events will be distributed outlining 4 official Nansledan functions which is hoped will run on an annual basis. (JD)
- Next event will be an Easter party date TBC.
- **ACTION** Events coordinator to link in with Ros Powers who is organising the ladies night which is being held at the pantry on Tuesday 22 Jan 19. (JD)

## **WEBMASTER**

- Plans are in place to update the Home Page to reflect news and events.
- Currently experiencing issues with how the website is running a nominal cost may be required to fix the issue.

- The Committee Members page needs updating. A picture and short bio is required from each member.
- A Dropbox will be set up to allow all official documents to be viewed and amended by all committee members.

### **COMMUNITY SUPPORT OFFICER (CSO)**

- Clarification was provided as to role requirements. CSO will look at Community/Welfare issues which will help draw the community closer together. E.g. Coffee morning's, play groups for children etc.
- Plans are in place to organise a kids quiz.

### **CHAIR & VICE CHAIR**

- The Chair discussed the issue of the yearly action plan. It was agreed by the committee that we would work towards having 5 areas to work within. These are outlined below and would form part of the main meeting agenda for regular updates.

### **Actions for 2019**

1. Fundraising. (Lead - Julia)
2. Enhance Community engagement. ( Lead - Clare)
3. Improving safety around the estate (public areas). (Lead - Richard)
4. Nansledan Logo competition. (Lead - Theresa and Annalisa)
5. Children's community engagement. (Lead - Debbie)

### **Any other business**

- Car parking issues were discussed and ways to prevent potential community issues. Due to the lack of lighting around some of the courtyard areas, some residents are choosing to park at the front of their houses. It was felt that until the lighting issue is resolved the parking will not be addressed.

Richard explained how the council are not yet responsible for the lighting in the estate and many of the main lights still fall under developers.

**ACTION** - Richard will write to the Developers initially then the council and explain the Communities concerns to try to move this issue on.

- It was raised by the chair that there may be an opportunity to apply for a community grant from the local council to fund a Community Notice Board and De-Fib.

**ACTION** - Clare and Theresa to work on this area.

- Membership - there are approximately 240 households within Nansledan and we have 119 members.

**ACTION** - Debbie to come up with a plan to reach the households who are not yet members and explain the benefits of becoming members.

Meeting closed: 1445hrs