

Burntbroom Residents Association

30/11/2020

19:00hrs

Zoom Meeting

Meeting called by: Trina Norquay

Type of meeting: Green Fee Charges

Note taker: Anne Mullen -
Secretary

Attendees: Julie Morrison - Treasurer
Steven Morrison
Cat Barr
Trina Norquay - Chair
Catherine Scotland
Julie Lung
Robert Wordie
Anne Mullen

Apologies Agnes Doyle
Jean Cushley
Lis McMullen

Minutes

Agenda item: Green Fees

Presenter: Julie Morrison - Treasurer

Discussion:

Updated provided on the status of the transfer of signatories for the association bank account from old to new committee. All forms submitted. Awaiting confirmation of processing by the bank.

Summary of the anticipated bank balance at the end of the current financial year provided (c£5k). Discussion regarding appropriate green fees for the forthcoming year, taking into consideration of anticipated financial position at year end, gardener costs for forthcoming year and the waiver of fees for the current year. The committee agreed it would be appropriate to maintain a cash reserve of c£7k annually to cover emergent works such as tree management. To that end, there was agreement that a nominal increase of £15 (on 2019/2020 fees) to £90 for financial year 2021/2022 was appropriate and that residents would understand and appreciate the need for a nominal increase given the waiver of fees in the current year.

It was agreed that a payment letter will be issued in March for payment in April 2021. It is hoped that faster payments will be used by more residents. It was agreed that an option for cash and cheque will still be available, however the residents will need to advise the members of this and a house visit can be arranged.

Conclusions:

All members agreed the fees for next year will be £90.

Invoice to be issued in March 2021

| Action items | Person responsible | Deadline |
|--|--------------------|-----------------------------|
| ✓ Green Fees invoice to be issued March 2021 | Julie Morrison | 31 st March 2021 |

Agenda item: Newsletter

Presenter: Trina Norquay

Discussion:

It was agreed that it was necessary/appropriate to issue a newsletter providing a status update on the new committee. It was also felt appropriate to provide early visibility of the green fees for the forthcoming year – to be included in the newsletter. A newsletter had already been drafted which was reviewed. Agreed for issue in the next 2 weeks. Costs for printing service would be obtained and committee members would support the mail drop.

There was also discussion at this point re. planning for AGM next year – agreed to secure costs for hire of the Mount Vernon Community Centre

| Action items | Person responsible | Deadline |
|--------------------------|--------------------|--------------------------|
| ✓ Construct newsletter | Trina Norquay | 4 Dec 2020 |
| ✓ Deliver newsletter | All | 12 Dec 2020 |
| ✓ Newsletter Print Costs | Anne Mullen | 4 th Dec 2020 |
| ✓ Community Hall Costs | Anne Mullen | 4 th Dec 2020 |