



FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting held on Wednesday 15th January 2025

- 1. MEMBERS PRESENT:** Jackie Ring (Chairman) Clive Butcher (Roads Liaison)
David Champ (IT & Website) Shirley Ellerbeck (Publicity)
Graham Groom (Roads) Nikki Hall (Road Wardens)
Sue Samuels (Treasurer) Simon Thompson (Gardens)
Pauline Edwards (Secretary)

2. APOLOGIES:

Full committee in attendance.

3. CHAIRMAN'S WELCOME:

Jackie Ring welcomed attendees to the first meeting of 2025. The format of meeting has been adapted to incorporate review of action points and Chairman's notes within committee members reports section or point seven in agenda.

4. MINUTES OF PREVIOUS MEETING:

The minutes of the November 2024 meeting were approved as a true and accurate record. The Chairman signed and dated them accordingly.

5. REPORTS

Treasurer

Completed Action Point: Third reminder letters for 2024 were hand delivered.

2024 accounts are completed and ready to be audited. As at 31/12/24 December 2024, total funds stood at £154,000. A planned high expenditure in Spring 2025 for current priority list of drainage repairs, is expected to rapidly decrease this amount held in hand. It should be noted that receipt of membership arrears from 2023 and prior fees were at their highest level - £3,500 overall achieved in 2024.

At time of meeting, treasurer reported a further £1320 has been received for 2024 and prior membership arrears: confirming that the current processes in place are deemed to be successful.

Invoicing for 2025 Membership fees will be completed in January/February 2025. Banking charges are being introduced in 2025, and all members are being encouraged to pay by BACS where feasible.

Roads Sub-Committee

Completed Action Point: Costs/repairs for drainage work - see below.
Publishing flooding guidelines - see below.

Drainage

Following a rigorous mapping of all drains/gullies on FRSA network, and a comprehensive drain survey, two contractors have been appointed to start work on the priority list of drainage repairs. This is likely to be completed in two phases over Spring 2025. Flooding policy guidelines have now been agreed and published on web site under Roads, sub section Flooding. Annual road sweep to be arranged for late January/February. It should be noted that the "sweep" is only carried out where deemed essential to avoid any undue wear on road surface from the abrasive brushes.

**Action Point: Confirmation of dates regarding drainage repairs
Confirmation of dates regarding road sweep**

Road Repairs

A visual survey has been completed on all seventy-five roads to identify their current condition with respect to road markings, surface, potholes, and edge crumbling. Discussions have been scheduled with contractors to develop an optimal work programme for the Summer/Autumn 2025 period.

Action Point: Programme of works to be produced for road repairs.

A Civil Engineer has been appointed to provide guidance, advice and in some cases act as project manager for more complex issues both with drainage and road matters.

Gardens

Completed Action Point: Contractor now sourced for tree/shrub cutting work on Clover/Barbary Lane site, due to start work w/c 3/2/25.

Awaiting a reply from P & F Estates Ltd with regards to written agreement for maintenance of Ocean Parade site: this may require legal assistance at the right time. Location of FRSA signage and content to be reviewed by Simon Thompson. Contracted gardener along with Simon will be meeting up on a regular basis to agree ongoing planting/work.

Action Point: **Conclude form of agreement for Ocean Parade garden site. Review FRSA signage on garden sites.**

Publicity

Completed Action Point: All About Ferring January 2025 article published.

Next article is scheduled for April 2025 edition.

Action Point: **Draft for review to be sent to committee, April 2025 issue.**

IT & Website

Emailing of invoices for 2025 service fee completed.

Road Wardens

Completed Action Point: Following article in All About Ferring, two to three additional wardens have been recruited.

Action Point: **Hand delivery of approximately six hundred invoices to take place late January/ early February.**

6. DEALING WITH ABUSIVE/INTIMIDATING BEHAVIOUR FROM FRSA RESIDENTS

Secretary had circulated to committee examples of possible material to be used as FRSA policy/process. Content has now been agreed and will be redrafted for final approval by committee prior to publishing on website and as addition to the constitution document.

Action Point: **Secretary to update draft statement and supply to committee for approval.**

7 & 8. ANY OTHER BUSINESS

Chairman:

Nothing further to add.

Committee:

Committee agreed that where space permits, Neighbourhood Watch newsletter could be posted onto FRSA noticeboards.

9. AGM PREPARATIONS

Committee members to provide their reports to Secretary no later than 16/3/25. Draft of agenda has now been agreed. Notice of AGM has been published on website and to be placed on FRSA noticeboards. Entry in "What's on" in All About Ferring will be published confirming venue and start time.

Action Point: **SE: Notice of AGM to be placed on FRSA noticeboards.**
SE: Entry What's on" to be published, March 2025 All About Ferring

10. DATE OF NEXT MEETING

Wednesday 26th February 2025, start 6.30pm