

VINTERS PARK RESIDENTS' ASSOCIATION.

MINUTES OF THE ANNUAL GENERAL MEETING OF THE ASSOCIATION HELD AT VINTERS PARK COMMUNITY CENTRE ON WEDNESDAY 24 APRIL 2002.

1. OPENING.

The Chairman, Mr. Neil Sinclair, welcomed all those attending the meeting. [Not everyone signed the attendance list but over 80 people were present]. In particular the Chairman thanked those who had come to speak - Chief Inspector Mark Salisbury, who would be dealing with general policing matters later in the meeting and PC Mick Wright who would be talking about Neighbourhood Watch. The Police were also represented by P.C. Ian Gedge and P.C. John Anstell. Mr Richard Powell the Cultural and Tourism Development Manager for the Maidstone Borough Council (MBC) was also present and if the Council meeting finished in time it was hoped that the Mayor of Maidstone, Councillor Paulina Stockell, would be coming to join in the discussions of matters of interest to the local community. [In fact the Mayor did attend the meeting later in the evening and Councillors Mrs. Margaret Shaw and Peter Sellar and Mr. Dennis Fowle of Downsmail also joined the meeting at that time.]

The Secretary presented apologies on behalf of County Councillor Mrs. Margaret Featherstone, Councillors John Munson and Malcolm Greer of Boxley Parish Council, The Reverend Stuart East of St. Luke's Church, Mr. D. Abrams the Head Teacher of Eastborough Primary School, Mrs. Glanville, Mrs Sue Fry and Mrs Sally Soultter. Apologies were also given on behalf of Councillor Mike Fitzgerald.

2. NEIGHBOURHOOD WATCH.

As PC Mick Wright needed to attend another meeting later that evening the Chairman altered the order of the Agenda and invited PC Wright to speak at this point. PC Wright explained that he was the Liaison Officer for Neighbourhood Watch in the area. He had volunteered for this post after 28 years in C.I.D. The background for the Neighbourhood Watch scheme was exchange of intelligence and information and the aim on Vinters Park was to stop crime on the estate and to improve the quality of life of residents. It worked on the principles that everyone had the right to know what was going on and when and that everyone is able to talk to each other and works through use of E-mail.

There are 12 schemes on Vinters Park and one co-ordinator, but not all schemes are participating properly as they are not registered on the database and so do not receive information. This was important and could invalidate any discounts on house contents insurance relying on membership of a Neighbourhood Watch scheme.

Since the previous week's meeting in the Hall a number of devices were being used in the area including a camcorder with excellent night vision to assist in the location of trouble makers. A further meeting was due to be held on 27 May.

The address to obtain information was maidstonew@lineone.net. and the phone number to get information as to how to join the scheme is 01622 608173. PC Wright hoped that he would be receiving a lot of enquiries. The Chairman then thanked PC Wright for coming to speak especially in view of his other engagement that evening.

2. MINUTES.

The Minutes of the Annual General Meeting held on 30 April 2001 having been circulated at the meeting, were approved and signed by the Chairman. There were no matters arising.

3. CHAIRMAN'S REPORT.

The Chairman's written Report had been circulated with the Notice of Meeting and Agenda in the recent issue of "Park Ranger". There were no questions raised on the Chairman's Report apart from the ongoing question of a loop system. The Chairman explained that the microphone system had been used for the AGM to obtain the reaction of those present to the use of such a system. As it seemed to be so well received the Chairman indicated that the Executive Committee would now consider the provision of such a system on a permanent basis.

The Chairman drew attention to the proposals for the construction of new footpaths on the estate, of which a plan was on display, and was pleased to announce that KCC expected work to start on site in early June.

4. PRESENTATION OF ACCOUNTS.

Margaret Stubbins, the Finance Manager presented the Income and Expenditure Account for the year ended 31 January 2002 and the Balance Sheet as at that date, copies of this Account and the Balance Sheet having been circulated at the meeting earlier. Margaret drew attention to the Surplus of £2,610 for the year. This was partly due to the 3.2% increase in fees from March 2001, coupled with the success of Chris Kirrage, the Bookings Manager, in increasing lettings, especially at weekends and partly to the drop in overall expenditure.

The Chairman pointed out that a proper audit had been completed and the meeting duly approved the Income and Expenditure Account for the year ended 31 January 2002 and the Balance Sheet as at 31 January 2002, copies of which are inserted in the Minute Book.

5. ELECTION OF OFFICERS AND EXECUTIVE COMMITTEE MEMBERS.

The following members were elected to the posts indicated:

Chairman Neil Sinclair

Vice Chairman Gerry Kirrage

Honorary Secretary Keith Rogers

Executive Committee Mark Ashdown, Joan Butcher, Mark Cannon, Elsie Harris, Peter Lott, Pat Moorman and Terry O'Connor.

[N.B. After the Meeting Johanna Holtom and Ian Stockton agreed to be co-opted to the Committee. Members will also be appointed by the W.I. and the Playgroup.]

6. AMENDMENT OF CONSTITUTION - APPOINTMENT OF AUDITOR.

The Secretary explained that it had become extremely difficult to meet the requirements of the existing provisions of the Constitution relating to the Appointment of Auditor which required a Qualified Auditor to be appointed. For many years this had not been complied with and the person acting has not been qualified as an auditor. This was not as serious as it might seem since the Charity Commission has relaxed its views on who needed to audit the accounts. Nevertheless, it seemed sensible to bring the Constitution into line with accepted practice. At the same time it was felt prudent to make a further amendment to recognise that it is not always possible to make this appointment at the AGM and give a permanent power to the Executive Committee to make the appointment if necessary .

The Executive Committee had therefore agreed to recommend to the AGM that the existing Clause 12 (c) be replaced by the following new clause:

“(c) The accounts shall be audited annually by an Independent Examiner or Auditor as appropriate under the current legislation and advice of the Charity Commission such Independent Examiner or Auditor to be appointed at the Annual General Meeting or where this proves impossible by the Executive Committee”

Notice of the proposal had been given in Park Ranger, but the words underlined were not included in this notice as they should have been. However these words do not extend the relaxation but rather define or limit the way in which the appointment can be made, but it would be better if they could be included. The Meeting was content to accept the full amendment.

It was then formally proposed, seconded and **RESOLVED** by more than the required two thirds majority that the existing Cause 12 (c) be replaced by the following:

“ 12 (c) The accounts shall be audited annually by an Independent Examiner or Auditor as appropriate under the current legislation and advice of the Charity Commission such Independent Examiner or Auditor to be appointed at the Annual General Meeting or where this proves impossible by the Executive Committee”

7. APPOINTMENT OF HONORARY AUDITOR.

It was **RESOLVED** that Mrs Alison Hughes of 86 Norrington Road be appointed as Independent Examiner for the current year.

8. LOCAL POLICING.

The Chairman invited Chief Inspector Mark Salisbury to speak on Local Policing and related matters. The Chief Inspector explained that he was Deputy Area Commander, the command being currently taken by Superintendent Tom Osborne from Australia who had temporarily exchanged posts with Superintendent Mick Matthews. Superintendent Osborne had commented on the level of crimes which cause problems locally in that the level was very much lower here than where he came from in Australia. This did not mean that it was not taken seriously here and the Police sought to work in partnership with the public to combat crime and looked for co-operation. There was a continual monitoring of the situation through the Community Safety Plan which set targets to be met to help in the reduction of crime.

8. LOCAL POLICING. (continued)

Various statistics were produced on a range of crimes and disorderly behaviour showing percentage reductions over the previous year. This was encouraging but was put in perspective by a member of the public pointing out that you only needed to go back some thirty years to find a time when many of these types of criminal activity were virtually non-existent.

The Chief Inspector referred to the problems experienced in dealing with the 14,000 young people in the town on a Saturday night. In fact they behaved very well there even though there was a lot of exuberance and on average there were only 5 arrests. However, problems did arise as they made their way home on foot at 2 a.m. with graffiti, broken lights and damage to fences and cars. He was meeting shortly with MBC's Chief Executive to see what realistic provision could be made for bussing the young people home early in the morning.

Vinters Park was fortunate in that in Ian Gedge and John Anstell it had two dedicated Officers living on the estate and it was accepted that they served us well. Their knowledge of the area was a great asset. One of the problems was that those causing problems on the estate did not come from a deprived background, but in fact came from decent homes. At the same time parents must bear their responsibility for what their youngsters did, but often did not seem ready to do so.

The Chief Inspector also mentioned a number of areas of difficulty which the Police experienced. One was that there was not sufficient back up to the courts in dealing with juveniles. It was interesting that the Home Secretary was investigating the possibility of introducing new powers to provide a form of custodial sentence on the 12 to 16 year olds, a number of whom were persistent offenders. This could be an encouragement to the Police. Also a fresh look was being taken locally at the implementation of powers of prescribing certain areas where the consumption of alcohol would be prohibited. The possible use of Curfews and Anti-Social Behaviour Orders was also raised. The other big problem was the fear of crime - even though the likelihood of crime was relatively small there was a lot of real fear which was not easy to dispel.

9. QUESTIONS ON LOCAL POLICING.

In reply to the suggestion that there were insufficient police about the Chief Inspector gave details of the police squads (and the back up squad) available to be called out. Views were expressed from the floor that it was not the police who were being blamed for the situation we are experiencing.

Three youngsters who had interrupted the meeting from time to time complained that the reason they hung about the shops was that there was nothing for them to do. They did not appear to wish to go into the town and were not interested in the skate park in Whatman Park. It was suggested that they should contact KCC Youth Workers through the County Council (M.671411) as it was known they had tried to make contact with the young people on the estate. A representative of Verity Church reported on a music night to be run in the Community Centre with a Rock Band which was being put on to provide the young people with something to do.

Later on the Mayor spoke to the youngsters and invited them to arrange to come to see her at the Town Hall. The Mayor said she wished to hear their views so that they could explain exactly what they did want. She would then see what the Council might be able to do help.

On the question of cleaning off of graffiti Mr. Powell said that MBC was trying to make use of those who were required to undertake Community Service as a way of getting this work done.

9. QUESTIONS ON LOCAL POLICING. (continued)

With regard to the sale of alcohol the shop on Snowdon Parade had banned the sale to anyone under 21, but it appeared that other shops not far away had been less helpful. Also sales were being made from domestic premises. The Chief Inspector said that action in conjunction with the appropriate agencies was in hand.

The suggestion was made that the extension of the Town Centre CCTV to cover the estate could be an answer. It was suggested that this might not be fully effective in view of the multiplicity of back alleys. So far as MBC is concerned it would be dependent on Home Office funding and would be unlikely to be put very high up the list of priorities. The further idea was floated that funding could be available under the Concurrent Functions powers. All that was needed was to form a Parish Council. Although the Executive Committee rejected the idea of initiating such a move only last year, it was accepted that the Executive Committee should look at it again.

A number of references were made to the high incidence of arson in the area recently. The Police had worked hard to find out who was responsible, but without great success. It was so easy to set anything combustible alight and be away within seconds.

10. OTHER QUESTIONS.

Complaints were made about the cleaning of rubbish. One complaint related to the footpath leading off Bargrove Road where the rubbish blows into the hedge and is not cleared. Also complaints were made about the paths leading to the schools. A further point was raised at the high level of cleaning in a particular area prior to a visit from Anne Widdicombe. When advised to call the Hit Squad out the answer was given that what was wanted was regular proper cleaning in the first place, not having to go to the bother of phoning for special attention.

Reference was made to the demolished wall by the garages near Alkham Road/Hampton Road junction which has been down for years. The answer was that unless it was dangerous there is no way of making the owner act. The association had long ago asked for the wall to be repaired but no action had been taken.

Points were raised for the Executive Committee to consider as follows:

- (1) Could the timer on the outside light be adjusted? - It goes on during the day.
- (2) Could action be taken to prevent parking by users of the Community Centre becoming a nuisance on the roads? (e.g. Cudham Close)
- (3) Can anything be done to improve lighting near Snowdon Parade shops? Also near the Play Area at Ashurst Road?
- (4) Can action be taken to get the trees growing by the garages at the back of Ashurst Road cut back as they provide access to the roofs which are thought to be dangerous?

11. CONCLUSION.

The Chairman concluded the meeting by thanking everyone present for their attendance and all those who had spoken for their contributions. He then closed the meeting at 10.15 p.m.


CHAIRMAN 30/04/03-PA76

INDEPENDENT EXAMINER'S REPORT
to the Trustees of Vinters Park Residents' Association

I report on the accounts of Vinters Park Residents' Association for the year ended 31 January 2002.

Respective responsibilities of trustees and examiner.

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement.

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Alison Hughes
86 Norrington Road
Loose
Maidstone
Kent
ME15 9XD

Signed

.....*Al Hughes*.....

Date

.....*12th April 2002*.....



VINTERS PARK RESIDENTS' ASSOCIATION

Income and Expenditure Account for the year ended 31 January 2002

	2001/02		2000/01	
	£	£	£	£
INCOME				
Community Centre hire				
Regular hirers	9,041		8,834	
Casual hirers	1,689		1,270	
Bank Interest	195		211	
Insurance claims	409		-	
Sale of second-hand computer, etc	270		-	
Other income	-		35	
	<hr/>	11,604	<hr/>	10,350
EXPENDITURE				
<i>Community Centre Costs:</i>				
Premises Manager's salary	774		860	
Cleaning wages & materials	2,236		2,333	
Structural maintenance & fittings	2,052		884	
Plumbing, electrical, heating	487		353	
Grounds maintenance	20		40	
Equipment: new & maintenance	31		1,889	
Electricity	428		504	
Gas	452		560	
Water	88		92	
Sewerage	168		136	
Insurances	769		745	
Performing rights	35		247	
	<hr/>	7,540	<hr/>	8,643
<i>Administration & Other Costs:</i>				
Bookings & Finance Managers' Salaries	866		840	
Secretarial expenses	122		177	
Subscription	10		10	
Grant: Vinters Valley Trust	300		300	
Donation	30		-	
AGM exps (Parkranger)	85		89	
Bank charges	cr 59		66	
Audit fee	100		40	
Other expenses	-		1	
	<hr/>	8,994	<hr/>	10,166
SURPLUS FOR THE YEAR		<hr/> <hr/>		<hr/> <hr/>
	£	2,610	£	182

Balance Sheet as at 31 January 2002

	2001/02		2000/01	
	£	£	£	£
Accumulated Funds:				
At start of year	5,553		5,369	
Add: surplus for year	2,610		184	
Less: Deficit for year	-		-	
	<u> </u>		<u> </u>	
At end of year		8,163		5,553
Deposits Held:				
At start of year	60		70	
Received	975		630	
Returned	cr 880		cr 640	
With-held	-		-	
	<u> </u>		<u> </u>	
At end of year		155		60
		<u>£ 8,318</u>		<u>£ 5,613</u>
Represented By:				
Bank current account	3,146		1,699	
Bank savings account	4,963		3,669	
Debtors	579		948	
Receipts in advance	cr 61		cr 30	
Creditors	cr 309		cr 672	
	<u> </u>		<u> </u>	
		<u>£ 8,318</u>		<u>£ 5,613</u>

MARGARET STUBBINS - Finance Manager

**Motion re Amendment of Constitution
Agenda Item 7**

For your information the present clause 12 re the Auditing of Accounts reads as follows:

“(c) The accounts shall be audited at least once a year by a qualified auditor or auditors who shall be appointed at the Annual General Meeting”

For the reasons which the Chairman and Honorary Secretary will explain the Executive Committee wishes to propose that this should be amended to read as follows:

“(c) The accounts shall be audited annually by an Independent Examiner or Auditor as appropriate under the current legislation and advice of the Charity Commission such Independent Examiner or Auditor to be appointed at the Annual General Meeting or where this proves impossible by the Executive Committee”

The words underlined were not included in the notice in Park Ranger as they should have been. As will be seen they are defining or limiting the way in which the appointment can be made and it will be better if they can be included. The meeting will be asked if this acceptable.