

VINTERS PARK RESIDENTS' ASSOCIATION.

MINUTES OF THE ANNUAL GENERAL MEETING OF THE ASSOCIATION HELD AT VINTERS PARK COMMUNITY CENTRE ON WEDNESDAY 30 APRIL 2003.

1. OPENING.

In the absence of the Chairman due to illness, the chair was taken by the Vice-Chairman, Gerry Kirrage. He welcomed all those attending the meeting. [Although not everyone managed to sign the attendance list over 50 people were present]. In particular the Chairman thanked the Mayor of Maidstone, Councillor Pat Marshall, who would be saying a few words, and our other special guests including County Council Margaret Featherstone, Councillors Margaret Shaw, Patrick Sellar, Michael Yates and Dave Naghi from the Maidstone Borough Council, Councillor Bill Stead - the Chairman of Boxley Parish Council, Julie Smith the Head of Valley Park Community School and Kim Stafford of Invicta Grammar School, Adrian Hygate, the Highway Manager, P.C. John Ansell representing the Police and Dennis Fowle of Downsmail.

The Secretary presented apologies on behalf of David and Val Evans.

2. MINUTES.

The Minutes of the Annual General Meeting held on 24 April 2002, 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.

Mark Cannon referred to Survey on Open Spaces set out on the back of 'Park Ranger'. Although he had only had four responses, he hoped that others would arise during the meeting and it later transpired that further relevant points were raised. Mark invited further comments at the end of the meeting to him or the Chairman or subsequently via the Email address. It would depend on the volume of responses and their relevance as to whether further action would be possible.

4. PRESENTATION OF ACCOUNTS.

Chris Kirrage, the Finance Manager presented the Income and Expenditure Account for the year ended 31 January 2003 and the Balance Sheet as at that date with the Independent Examiner's Report, copies of this Account, Balance Sheet and Report having been circulated at the meeting earlier. Chris drew attention to the healthy position of the Accounts. The number of regular hirers was up though currently there was something of a decrease in casual lettings. She also explained what was comprised in "other income" and "other expenses".

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 2003 and the Balance Sheet as at 31 January 2003, 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 Gerry Kirrage

Vice Chairman Neil Sinclair

Honorary Secretary Keith Rogers

Executive Committee Mark Ashdown, Mark Cannon, Peter Lott, Pat Moorman, Terry O'Connor and Ian Stockton. Jackie Young and Elsie Harris were also approved as members of the Committee having been nominated as representatives of the Playgroup and of W.I. respectively both of which are Group Members under the Constitution.

The Chairman told the meeting that Neil Sinclair had found that pressure of work had made it impossible for him to stand as Chairman this year, but that fortunately he had felt able to agree to his name being put forward as Vice-Chairman. Neil had served the Association as Chairman for 12 years and Gerry expressed the sincere thanks of the Association for all that Neil had done in that capacity.

6. AMENDMENT OF CONSTITUTION.

The Secretary explained that it had been found necessary to make a number of changes to the Constitution. The procedure under the Constitution had been carefully followed with details of the proposed amendments being given in the Park Ranger which had recently been circulated on the estate, with copies of the amended Constitution and the Statement of Reasons on deposit and available for inspection at the Town Hall and Maidstone Library and copies were, of course, available at the meeting. The Charity Commission had also been consulted and had no comments on the proposals and the Executive Committee had therefore agreed to recommend to the AGM that the amendments be adopted.

The Secretary then explained in detail all of the amendments. There were no questions and it was then proposed and seconded and formally **RESOLVED** by the requisite two-thirds majority that all the proposed amendments be approved. Copies of the Constitution showing the amendments, the Statement of Reasons and the Constitution in its amended form are inserted in the Minute Book.

7. APPOINTMENT OF HONORARY AUDITOR.

The Secretary reported that it had only recently been learned that Mrs Alison Hughes who kindly acted as Independent Examiner was unable to take on the role again and so it had not been possible to come forward to the meeting with an alternative name. It was therefore **AGREED** that the selection of the Independent Examiner or Auditor for the current year, as well as the determination of the honorarium to be paid for the past year be delegated to the Executive Committee.

8. ADDRESS BY THE MAYOR - COUNCILLOR MRS. PAT. MARSHALL.

The Chairman reminded the meeting of how privileged the Association had been for the past few years to have the Mayor of Maidstone come to be with us at the Annual General Meeting. This year we were again honoured in having the present Mayor - Councillor Pat Marshall - who had kindly agreed to say a few words.

8. ADDRESS BY THE MAYOR - COUNCILLOR MRS. PAT. MARSHALL. (continued)

The Mayor began by explaining her involvement in local matters during her 35 years in the Bearsted area. Soon after she and her late husband had moved here they had become involved in establishing the Madgingford Residents' Association and in running a whole range of functions for that Association. There had then started a campaign to get a local Community Centre. They had not been as lucky as Vinters where the developers had provided the site, but had had to find a site which they had eventually managed to persuade the Kent Education Authority to provide. Then of course there was the task of further fund raising to pay for the construction of the Community Centre.

Another area in which the Mayor had been involved was in initiating the annual Bearsted and Thurnham Carnival and Fair. This was still going strong 25 years later.

The Mayor then turned to more recent community events. As part of the Borough Council's clean up operation through the Captain Clean campaign volunteers had collected some 1,000 bags of rubbish. There was another Clean Sweep Week from 23 to 29 June in which the Mayor hoped that there might be some volunteers coming from the Vinters Park estate. Further efforts were being made to deal with the problem of abandoned cars.

Looking to the future the Mayor felt that the prospect for Maidstone was bright. You could now see work starting on the Fremlin's Walk Development which, when completed, was due to put Maidstone in the top 50 retail centres in the country. The De Vere Hotel, costing £14M, at Junction 6 on the Motorway was to be in the style of a Village Hotel focusing on the community and the developers were looking for much local involvement there. The redevelopment of the Springfield site with housing and shops was another exciting prospect as was the redevelopment at Maidstone East. Altogether there was a lot going on.

The Mayor concluded by saying that she had thoroughly enjoyed her year in office and had been humbled by what she had seen of people doing voluntary work locally to help others. Finally she made one strong appeal - "Do vote tomorrow!"

9. QUESTION TIME.

(1) Residents' Parking Scheme.

Residents from a variety of roads throughout the parts of the estate affected were all very cross about the proposed scheme and the proposed requirements to pay for permits. It was felt that the residents were likely to be penalised for a problem which was not of their making and did not affect them in the roads in which they live. Further they did not consider that there had been any sort of adequate consultation and they were aggrieved by the whole process. Others felt that the situation in each individual road was different and that one very restrictive overall scheme was not the way to proceed. Councillor Naghi explained that the basis of the problem was that the estate was classed as part of the town centre.

The residents were told that nothing was to be implemented before September and they were assured by the Councillors present that there was still time to make representations via Steve Goulette and were urged to do so as soon as possible. Councillors stated that the purpose of the scheme was not to raise income and in fact, if implemented, it was unlikely to be profitable.

9. QUESTION TIME. (continued)

(2) Illegal Parking.

There were complaints about the failure to issue parking tickets under the present scheme at the top of the estate where there was parking on pavements especially at weekends. A complaint of similar parking on the pavements and parking by commercial vehicles in Garrington Close was noted by the Police.

(3) Road Sweeping.

A complaint that the cul-de-sac end of Alkham Road was not getting swept and weeds were growing in the gutters was noted.

(4) Traffic Calming.

When the possibility of traffic calming was raised Councillor Mrs. Shaw recalled an Annual General Meeting some years ago where the same point was raised and formally rejected after which the Council had removed the estate from the areas for which such measures were planned.

(5) Access to Bargrove Road from Hampton Road.

A request was made for consideration of an improvement to this junction by widening on the south side with appropriate road markings. Mr Hygate said that this would be investigated.

(6) Junction of Hampton Road and Sittingbourne Road.

A suggestion for extension of waiting restrictions at this pint was already being pursued. It was an offence to park in Hampton Road across the Sittingbourne Road footpath here as there was a dropped crossing for disabled people.

(7) Building around garden boundaries on Open Plan estates.

In answer to an enquiry about the legality of building around garden boundaries on Open Plan estates it was pointed out that this would depend on covenants or prohibitions in the title deeds which the vendor or neighbours might be able to enforce and restrictions on site lines and building lines which would be a matter for the local authority.

(8) Phone Box opposite Community Centre.

An enquiry was made as to how to stop incoming calls to a phone box in the middle of the night, but no answer was forthcoming.

(9) "Woodlands" sign.

Councillor Patrick Sellar referred to the demolition in February of the brick wall bearing the "Woodlands" sign at the entrance to Bargrove Road from Northfleet Close. He had recently circulated the residents on Woodlands about the possibility of taking some joint action to replace this sign. A number were interested and he asked anyone else who thought that some form of vandal and graffiti-proof sign should be reinstated, both for information and as a sign that vandals would not win the day, to contact him.

(10) Lighting at Snowdon Parade.

Mr. Hygate agreed to investigate the ownership of land in front of the shops to see if there might be a possibility of providing more effective lighting.

(11) Upper Fullingpits Wood Open Space.

Concern was expressed about the general state of the area and an injury to a child using the play area. These comments were noted for the Open Space Survey.



VINTERS PARK RESIDENTS' ASSOCIATION

Income and Expenditure Account for the year ended 31 January 2003

	2002/03		2001/02	
	£	£	£	£
INCOME				
Community Centre hire				
Regular hirers	10,449		9,041	
Casual hirers	953		1,689	
Bank Interest	222		195	
Insurance claims	-		409	
Sale of second-hand computer, etc	-		270	
Jubilee Event takings	349		-	
Other income	30		-	
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		12,003		11,605
EXPENDITURE				
<i>Community Centre Costs:</i>				
Premises Manager's salary	838		774	
Cleaning wages & materials	2,383		2,236	
Structural maintenance & fittings	434		2,052	
Plumbing, electrical, heating	339		487	
Grounds maintenance	-		20	
Equipment: new & maintenance	592		31	
Electricity	547		428	
Gas	438		452	
Water	113		88	
Sewerage	145		168	
Insurances	1,045		769	
Performing rights	59		35	
	<u> </u>		<u> </u>	
	6,933		7,540	
<i>Administration & Other Costs:</i>				
Jubilee Event	658		-	
Bookings & Finance Managers' Salaries	892		866	
Secretarial expenses	128		122	
Subscription	30		10	
Grant: Vinters Valley Trust	300		300	
Donation	-		30	
AGM exps (Parkranger)	172		85	
Bank charges	-		59	cr
Audit fee	50		100	
Other expenses	75		-	
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		9,238		8,993
SURPLUS FOR THE YEAR		<u> </u>		<u> </u>
		2,765		£ 2,611

Balance Sheet as at 31 January 2003

	2002/03		2001/02	
	£	£	£	£
Accumulated Funds:				
At start of year	8,163		5,553	
Add: surplus for year	2,765		2,610	
Less: Deficit for year	-		-	
At end of year		10,928		8,163
Deposits Held:				
At start of year	155		60	
Received	583		975	
Returned	cr 678		cr 880	
With-held	-		-	
At end of year		60		155
		10,988		£ 8,318
Represented By:				
Bank current account	2,801		3,146	
Bank savings account	7,685		4,963	
Debtors	915		579	
Payments/Receipts in advance	82		cr 61	
Creditors	cr 495		cr 309	
		10,988		£ 8,318

CHRIS KIRRAGE - Finance Manager

I certify that proper accounting records have been kept and that the income and expenditure account is consistent with the relevant records and that the balance sheet gives a true and fair view of the financial position of the Vinters Park Residents' Association as at 31 January 2003.

ALISON HUGHES - Independent Examiner, appointed in accordance with the Charities Act 1993, Part VI

A. Hughes

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 2003.

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

..... *27th April 2003*