



## VINTERS PARK RESIDENTS' ASSOCIATION

### Minutes of the Annual General Meeting of the Association held at Vinters Park Community Centre on Wednesday 30 April 2008

#### 1. OPENING

The Chairman, Gerry Kirrage, opened the meeting at 8:15pm by welcoming everyone attending. (The signatures on the Attendance List indicated that over 40 were present). The Chairman thanked the Mayor and Mayoress of Maidstone for attending, with particular thanks to the Mayor, Councillor Richard Ash, for agreeing to speak later in the meeting. Other notables present included: County Councillor Ian Chittenden, Councillor Bill Stead, the Chairman of Boxley Parish Council; Councillor Dave Naghi; Councillor Mark Wooding; Geoff Manners from the Downsmail; the Chairperson of Vinters Women's Institute and PC Ali, PC Chandler and SPC Butcher from Maidstone Police.

The Chairman advised those present that, unfortunately, it had not been possible to have a representative from Kent Highway Services at the meeting. Apologies had also been received from Councillor Patrick Sellar, Councillor Wendy Hinder and PCSO Louise Lovell who was unwell. The Chairman asked the Police representatives present to pass on the Association's best wishes to Louise.

#### 2. MINUTES

The Minutes of the Annual General Meeting held on 18 April 2007, 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 matters arising.

The Chairman expressed his wish that everyone had received a copy of the newsletter, explaining the difficulty of delivering to all houses on the estate. He then detailed some changes over the past year to members of the Executive Committee, and expressed the Association's thanks to Chris Kirrage, who had left the post of Finance Manager; Lesley Cannon, who had left the post of Bookings Manager and Ken Bold, who had left the post of Premises Manager. The Chairman then introduced Siobhan Wood, the Association's new Finance and Bookings Manager; and Lynda Cuddington, the Association's Premises Manager. He then took the opportunity of noting that the Association was looking for a Secretary, and, pending changes to the Constitution to be dealt with later, this would now be a paid position and asked those present to come forward if interested.

The Association had had a fairly quiet year with respect to the maintenance of the Community Centre, due in part to the application of funding for an extension to the Centre as detailed at the 2007 AGM. Gerry noted that, unfortunately, the Association's application had not been successful, and as such all plans to extend the centre were currently on hold. He went on to indicate that the Executive Committee were currently reviewing the heating system at the centre, which was becoming inefficient due to age, and that it would probably be replaced in the coming year with a more efficient system to try to offset rising fuel cost prices. The Chairman also drew attention to some work carried out at the front of the centre where a new paved area resulted in easier access, especially for buggies etc, and less mess, and thanked the new Premises Manager for arranging to have this work carried out.

There had, however, been an increase in anti social behaviour from youths on the estate, with problems growing at the shops and the Chairman also noted that the Centre had suffered a number of broken windows in recent times. Gerry invited the PACT chairperson to comment on the issues later in the meeting.



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### 4. CHANGE OF CONSTITUTION

A proposal to change the Constitution of the Association to allow a paid Secretary to be appointed in the event that no Honorary Secretary were to be appointed at the AGM was heard. The proposed change had been circulated to all Association members as part of the Park Ranger newsletter, delivered to all houses on the estate no later two weeks before the AGM. Of those present eligible to vote all members voted for the change. No member voted against. The proposal was therefore **APPROVED** by the Association and the change would be lodged with the Charities Commission.

### 5. PRESENTATION OF ACCOUNTS

The Association's Finance Manager, Mrs. Siobhan Wood, presented the audited Income and Expenditure Account for the year ended 31 January 2008 and the Balance Sheet as at that date with the Independent Examiner's Report. Copies of this Account, Balance Sheet and Report had been circulated at the meeting earlier.

Siobhan reported that there had been a small surplus of £2448 due mainly to the Executive Committee deferring major spending on the centre until the Lottery Funding application result was known.

The meeting duly **APPROVED** the Income and Expenditure Account for the year ended 31 January 2008 and the Balance Sheet as at 31 January 2008, copies of which are inserted in the Minute Book.

### 6. APPOINTMENT OF INDEPENDENT EXAMINER/HONORARY AUDITOR

Siobhan reported that Derek Parkhouse had agreed to continue in the role of Independent Examiner/Honorary Auditor for one more year. It was duly **AGREED** that Derek Parkhouse be appointed as the Independent Examiner/Honorary Auditor for the current year and that the Executive Committee be authorised to fix the payment to be made. The Chairman thanked Mr. Parkhouse for agreeing to continue in the role.

**NOTE: All Police Officers present were called away from the meeting at 8:35pm.**

### 7. ELECTION OF OFFICERS AND EXECUTIVE COMMITTEE MEMBERS

The following members, having been nominated prior to the meeting or elected at the meeting, were duly **ELECTED** to the posts indicated:

Chairman: Gerry KIRRAGE

#### Executive Committee:

(1) Individual Members: Carol Bell, Fred Burton, Tony Hewson, Roger Hurst, Sarah Long, Maggie Middleton, Val Nightingale and Barry Smith

(2) Group Representatives: Jackie Young (Pre-School), Ian Humphreys (Verity Christian Fellowship), Brenda Bodycombe (W.I.)

The Chairman noted that, currently, there were many roles which needed to be filled. The Association required volunteers for Vice-Chairperson, Honorary Secretary and Executive Committee members. Anyone interested was asked to contact either the Chairman or current Secretary.



#### 8. UPDATE ON P.A.C.T

Two key members of the PACT committee, Kay and Julie presented an update on the state of the PACT initiative. Unfortunately, the pair reported that the initiative had not been going well. The committee had suffered the loss of a key member – Matt Roberts from MBC, and as yet there had been no contact from any Council replacement. In addition there had been staffing changes on the Police side, resulting in the committee feeling unsupported. This had coincided with an increase in antisocial behaviour both at the shops, where youths from many areas of the town were congregating and making a nuisance of themselves, and at the Ashurst Road park. One problem with the current way PACT was running appeared to be the lack of involvement of the local Councillors, who were not on the PACT committee, due to a desire initially for PACT to be non-political, and the Councillors not being informed of problems being addressed by PACT. All Councillors present asked to be kept informed of current problems and offered to assist wherever possible.

#### 9. ADDRESS BY THE MAYOR - COUNCILLOR RICHARD ASH

The Mayor gave an entertaining and enlightening talk on the highlights of his year in office along with some historical background of the post. He thanked the Chairman for inviting him to the meeting, especially since the estate was the location of their first home in Maidstone and held special memories for himself and his wife. The Mayor then expressed his pleasure and pride at being appointed to the role which dated back to 1549. He also explained that Maidstone was the only town in Kent with a genuine 22 ct solid gold Mayoral chain created in 1835.

The Mayor explained that the main highlight of his year in office had been meeting and working with volunteer groups in the town, noting that it was likely that large parts of the country would 'shut down' without such volunteers, although it did seem that many of the same faces appeared in various groups.

Other highlights included school visits (both junior and seniors), which were usually carried out in full dress robes; receiving foreign visitors (notably a visit from a school in Belarus, still suffering the effects of the Chernobyl disaster); visiting other districts and supporting other Mayors; attending university graduations; touring London on a riverboat and visiting Maidstone's twin town of Beauvais in Picardy, France.

The Mayor concluded by expressing some disappointment at the news that the Vinters Park PACT initiative was faltering. He noted that PACT in Bearsted was functioning and having some results and implored those present to work towards kick-starting the initiative again. He also suggested that the Association look once more at the possibility of becoming an Urban Parish, citing initiatives such as tree planting and footpath improvements being carried out by Bearsted Parish Council.

The Chairman thanked the Mayor for his contribution.

#### 10. ANY OTHER BUSINESS

The Chairman opened the floor to any other business.

- (1) PACT. The Chairman of Boxley Parish Council, Bill Stead, expressed his extreme displeasure at the current failure of the PACT initiative and requested that a strong letter be sent to the Police explaining the disappointment of the Association and other parties present at the lack of Police representation at the evening's meeting.



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- (2) Issues on the Estate. Local resident Roger Hurst raised the question of whether the local and borough councils were failing the residents of the estate, noting that problems reported on the previous year's minutes were still ongoing. Mr Hurst felt that some problems could be solved by the Council if it were willing to act, citing the example of shared-ownership walls and garage blocks on the estate falling into disrepair. He felt that, if no accommodation could be reached with the collective owners, the Council should step in, carry out repairs and bill the owners directly. This, he said, the Council was legally entitled to do but seemed to lack courage. In response, the Councillors present clarified that the Council would only step in where there were safety concerns. Mr Hurst went on to cite the cleansing of the estate and felt that the roads were not being cleansed regularly or thoroughly enough. He criticised KCC Highways for not being willing to have a representative at the meeting noting that the estate was beginning to suffer from poorly maintained street lighting and road name signs. It was pointed out that the highways department currently had a policy of not attending out of office hours meetings, but that this policy was under review.
- (3) Parking in Hampton Road. Roger Hurst also queried why the Hampton Road restrictions were not yet in place. Ian Chittenden explained that the delays to the scheme had been caused by lengthy consultation with local residents but that a solution was now very near.
- (4) Parking in Bargrove Road. Following on from the previous point, Roger Hurst also noted that the parking in Bargrove Road, near the Hampton Road junction was also getting extremely dangerous, due to cars parking on both sides of this twisty section of road. County Councillor Ian Chittenden agreed that the road did have problems and these were likely to be exacerbated by the Hampton Road restrictions once in force. Ian stated that tackling the parking issues in Bargrove should be the next priority for the Highways department.
- (5) Ashurst Park. Maggie Middleton reported that, during a recent problem with vandalism in Ashurst Park the Police had, on this occasion, responded almost immediately. She did note, however, that problems at the park were ongoing and asked if either the dispersal order or CCTV could be reinstated there.
- (6) Obstructive Parking. A resident raised the issue of the apparent failure of the Police to deal with bad parking on the estate, citing cars parked near junction or on pavements. He stated that the Kent Police website made it clear that Police had the powers to move such cars but seemed unwilling to use these powers. Ian Chittenden clarified that the Police only had powers to move cars that were causing an actual obstruction (such as blocking an access or pavement). Outside of these parameters the Police did not have the power to move the vehicles. Mark Wooding stated that problem parking had been one of the areas that PACT would work on and again re-iterated the need to kick-start PACT again and keep local Councillors involved.

### 11. CONCLUSION

The Chairman advised those present that the meeting would have to conclude at 10:00pm due to restrictions on the hall premises license. He therefore closed the meeting at 10:00p.m.

APPROVED

(Chairman)

Date: 20/6/2009.

Date: 01/02/2008  
Time: 10:37:13

**Vinters Park Residents' Association**  
**Balance Sheet**

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From: Brought forward  
To: Month 12, January 2008

Chart of Account: Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>
<b>Fixed Assets</b>		
	0.00	0.00
<b>Current Assets</b>		
Debtors	1,410.00	1,410.00
Deposits and Cash	5,457.80	5,457.80
Bank Account	6,713.05	6,713.05
	13,580.85	13,580.85
<b>Current Liabilities</b>		
	0.00	0.00
<b>Current Assets less Current Liabilities:</b>	13,580.85	13,580.85
<b>Total Assets less Current Liabilities:</b>	13,580.85	13,580.85
<b>Long Term Liabilities</b>		
	0.00	0.00
<b>Total Assets less Total Liabilities:</b>	13,580.85	13,580.85
<b>Capital &amp; Reserves</b>		
Reserves	11,132.49	11,132.49
P&L Account	2,448.36	2,448.36
	13,580.85	13,580.85

Siobhan Wood  
Finance Manager & Bookings 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 2008.

DEREK PARKHOUSE - Independent Examiner, appointed in accordance with the Charities Act 1993, Part VI



Date: 01/02/2008

Time: 10:39:39

**Vinters Park Residents' Association**

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**Profit & Loss**

From: Brought forward

To: Month 12, January 2008

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Main Income	13,342.75	13,342.75	
Other Sales	118.30	118.30	
	13,461.05		13,461.05
<b>Purchases</b>			
	0.00		0.00
<b>Direct Expenses</b>			
Miscellaneous Expenses	59.41	59.41	
vpra Promotion	124.80	124.80	
	184.21		184.21
<b>Gross Profit/(Loss):</b>	13,276.84		13,276.84
<b>Overheads</b>			
Gross Wages	3,878.67	3,878.67	
Rent and Rates	1,706.58	1,706.58	
Heat,Light and Power	1,778.39	1,778.39	
Printing and Stationery	357.30	357.30	
Professional Fees	50.00	50.00	
Maintenance	2,477.61	2,477.61	
General Expenses	579.93	579.93	
	10,828.48		10,828.48
<b>Net Profit/(Loss):</b>	2,448.36		2,448.36