

**Friars Cliff Residents Association Extraordinary General Meeting Minutes  
01/12/2022 at 19:30 - Highcliffe Sailing Club (HSC)**

Present: Steve Alves Co-Chairman (SA)  
Paul De Jonghe Co-Chairman (PDJ)  
Peter Skeggs Treasurer (PS)  
Councillor (Cllr) Paul Hilliard (CPH)

Apologies: Meg Ward Membership Secretary (MW)  
Louise Heybourne Environment Officer (LH)  
Sarah Webb Head Road Warden (SW)  
Cllr Lesley Dedman (CLD)

**Chairman Introduction:**

The agenda for tonight (with a full powerpoint presentation) was explained as different to a normal quarterly meeting and broken down into an overall agenda of:

- Review of previous open meeting actions
- Update on new issues/Info
- 2022 Review of successes
- Councillor update
- EGM
- AOB

**Review of Previous Actions (from last meeting)**

**Police** – Cllr P Hilliard (PH) needs FC anti social list we maintain for meetings with the Police. – SA sent to PH to liaise with Police - Closed

**Heritage** – PDJ chased Nuala Clarke. Slow progress. Seek listed status for WWII buildings. Possible Visitors Centre display & new Noticeboards – Ongoing as will be a slow process

**Cracks in nature reserve paths** – Taken up with FCERM engagement officer Kay Kitcatt & assets officer Simon Hills. – Ongoing with further investigation required

**New Issues/Info**

**Environment** – Bat monitor purchased for Louise to monitor bats & better protect wildlife, Louise has completed one course and will continue to full certification.

**MCA** - Tree works approved after modification from BCP tree officer. Approved with 15 trees to be felled, 21 pruned, 5-6 replanted. Our concerns were that this result might allow development of the site by stealth.

**Noisy Lobster** – Remainder of beach huts being extended, new coffee cabin should be completed by Christmas. They also applied for a license to sell alcohol (craft bottled beer etc) within the shop.

**Sandpiper** – Retrospective application for external seating & TV's. Noise survey completed after FCRA complaints to Greene King planning agents. Proposals seem sensible, but not yet uploaded to BCP planning portal. Bure Park Chairman informed to ensure mitigation plan is part of planning conditions

**Beach improvements** – Full list of suggestions for beach improvements sent to BCP. FCRA also looking at potential refurbishment of “bus shelter” but this is BCP asset & may have building reg issues. Meeting with BCP awaited

### **2022 Review**

A run through of the successes in 2022 was shared, this was not an extensive list but the main highlights.

- Tree Planting – Trees were planted in existing road pits early in 2022. To be continued in 2023 but dependant upon BCP budget and other areas to be planted.
- Flora Survey - Survey completed with a small team. Evidence of all local flora now a matter of record to assist with any challenges to our environment. Note that we shared photographic records on the large screen prior to the meeting.
- Open Spaces Survey – FCRA initiative after consulting with Christchurch Neighbourhood Plan team. A comprehensive report was submitted including Flora/Fauna, Historical records, as well as detail of the survey on what residents use our open spaces for. This will give supporting evidence to help create the plan.
- Forum Magazine – The Forum has grown in pages, and now has a regular historical feature with better layout. This has been very well received. Also includes a simplified Actions List of all issues we are monitoring.
- BCP Relationship - Increased contact & improved relationships with various departments has seen a positive feedback from the council.
- ACRA - Relaunch of the various residents associations across Christchurch, with quarterly meetings to discuss best practice and sharing of information.
- New FCRA Website - New hosting & simplified layout / content, together with quicker updating. All residents urged to access more often.
- Members Contacts Database – A secure system to capture member email addresses for speedier updates on issues and news, rather than waiting for updates in the Forum.
- MCA development - Unsuitable schemes fought so far, but Pennyfarthing plans are currently unknown.
- Road / Parking Safety – Traffic Regulation Order partly implemented, with some mop-ups to finish off the No Loading areas. This was highly publicised as the first area wide TRO consultation undertaken by BCP.

### **Councillor Update**

#### **Police / PCSO:**

- PH and other Christchurch independents held a Meeting with Chief Superintendent and Police Commissioner on lack of officers. There are plans underway for another PCSO.
- Increased crime in Christchurch, but very few incidents were recorded in the Friars Cliff area.

#### **Noisy Lobster:**

- No incidents were reported in summer after the drinks off sales license from the external serving point.
- License approved to sell alcohol in shop, craft beer etc, similar to alcohol sales in Stuarts.

**BCP:**

- Tight budget due to loss of Beach Hut sale with a £50m shortfall.
- Make up of budget shortfall likely by increased Council tax, sell-off of other non critical assets. [C'tee position: This makes the protection of Open Spaces and Car Parks even more necessary]
- Potential to invite Graham Farrant to an Open Meeting or continue with liaison via Councillors.

**EGM areas for discussion**

This was explained to be the main focus of tonight's meetings after our last quarterly meeting caused extensive discussion on what FCRA should do with supporting good causes.

**Agenda:**

- Finance
- Small Grants
- Large Projects
- Committee Structure & Composition
- Communication
- Catchment Area

**Finance**

PS shared the detailed budget worksheet on screen, but in essence this showed:

Forecast balance 2022: £19,122

Variables affecting our balance were:

- Forum costs
- Subscriptions
- Advertising revenue
- Website
- Subscriptions to other bodies
- Office costs

Forecast balance 2023 - £18,379

***Member Points Raised/Agreed:***

- ***Suggest focus on RW engagement including best practice to encourage greater member take-up.***
- ***Agree with increase in member subs to £3 but to monitor and consider further increases (maybe next year).***
- ***Divide capital assets (money) into functional groups: Investigate further via Treasurer, but we should possibly decide on what large projects to include before setting any financial limits***

## Small Grants

No small grants since 3/9/21 - £325 for Beach Hut Defibrillator refurbishment (FCRA paid 50% with BHOA) for new pads and renewables.

Reminder of process - £250 limit and can be submitted via the forms on our website for quick decision by the committee.

We have a total of £1000 to be distributed each year by this method.

### ***Member Points Raised/Agreed:***

- ***Keep the current process***

## Large Projects

Beach Hut Owners Association allocated £500 to cover training for the lifesaving club. Shall we do similar as this in focused on young people.

All Saints Church Rebuild - Specific Item or Money Donation? Limits?

Bus shelter refurbishment? This was explained as originally being erected by FCRA for Queen Elizabeth's coronation, and it would be nice to update for King Charles's coronation.



Any other ideas? Residents were asked if there were other ideas we should consider.

### ***Member Points Raised/Agreed:***

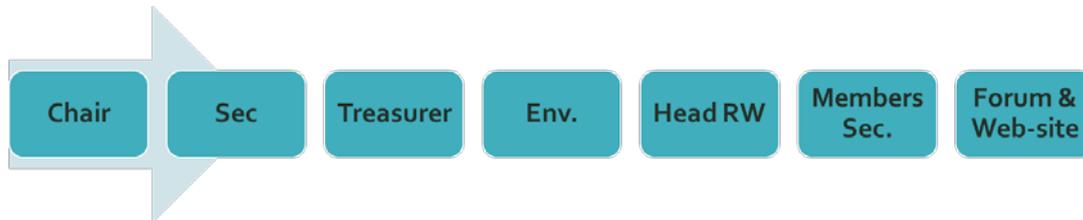
- ***Allocate up to £500 to Lifesaving Club - Liaise with club to find out what is needed and how they are funded (via RNLI or separate). Consider delivering under Small Grant <£250.***
- ***All Saints Church Rebuild Donation – Rebuild covered by insurance but may have additional development costs, or specific requirements for the new church when the new vicar arrives. Prefer FCRA makes material donation/gift rather than a cash donation. Investigate options with Church committee – long term activity***
- ***Bus Shelter – Proceed with the committees draft plan, liaising with BCP and present options at AGM once the BCP structural surveyor has carried out a review within the next few weeks.***
- ***Question asked “was it in the right place” but we felt any movement of site would be problematic.***
- ***PH stated that there may also be funds available via the Christchurch Community Infrastructure Levy (CIL) that all developers must pay.***

## Committee Structure & Composition

Questions were asked “are we structured correctly, do we have the right people etc”

Current committee are flexible and can move posts / people around to suit.

Current structure was explained:



Shortfalls / rearrange:

- Social Events Rep.
- Advertising Rep.
- Secretary
- Database Manager
- Vice Chair

### **Member Points Raised/Agreed:**

- ***Stay as it is, but support expansion / rearrangement as above should anyone wish join the committee***

## Communication

**Forum** – Explanation given that this is funded by advertising income + subs. top up

1100 magazines distributed quarterly to:

- All homes
- Advertisers
- Councillors etc

Are residents happy with the current Periodicity, Size, Format?

**Website** - WIX is our new host, which allows easy updating and we can run surveys via residents like the Open Spaces survey. The cost is £150 for 3 years . Question was asked did our residents find this easy to navigate and use. We also promoted its more regular use by residents.

**Contacts Database** – By creating this secure method and capturing resident emails, this allows quick communication on key issues.

### **Member Points Raised/Agreed:**

- ***Forum - stay as it is***
- ***Web-site - stay as it is***
- ***Database – Provide ‘Subscription Opt-Out’ option in next routine E Mail out to members to ensure data protection / GDPR compliance. Post meeting note, we do have a Privacy policy within our handbook for committee members.***

## Catchment Area

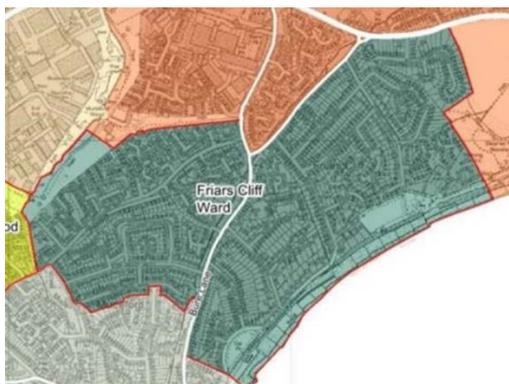
Explained that committee has explored various options given some real challenges with the current list of roads that we cover. These have grown historically and bear little resemblance to any specific road boundaries, or council ward boundaries.

The options were explained at high level to be Expand, Reduce or Keep?

Expanding to council ward boundaries would be cost prohibitive and difficult to achieve.

Reducing to “historic/core” roads would mean shedding some 65 members and causing severe upset.

However there are some roads that only have 1 member in it, and the need to distribute Forums to all houses in these “out of core area” roads is difficult. The committee may run another “use it or lose it” operation before any decisions were taken.



### ***Member Points Raised/Agreed:***

- ***Stay as it is***

**AOB**

## Parking & Road Safety

TRO P19 / 2022 refers

New lines / signs / kerb markings underway now, with the existing SYL replacement & touch-ups planned for Spring due to wet roads and leaves.

BCP have agreed to an on-going Parking Working Group review with feedback on subsequent problem areas.

Next issue to tackle – Car Parks to be opened all year (Southcliffe Rd and Penny Way grass area)

### ***Member Points Raised/Agreed:***

- ***On track***
- ***Continue to monitor***
- ***Increased future focus (by Parking & Road Safety Work Group) on FC car parks***

### **FCRA Constitution / Handbook**

Explained that committee has created a handbook for committee members (basically role descriptions) to allow easy handover of information as officers change.

The old paper based constitution/rules inherited by this committee, had been transferred to electronic format and previously shared a couple of years ago.

#### ***Member Points Raised/Agreed:***

- ***Bring constitution to AGM so that it is available for perusal***

### **Previous quarterly minutes**

Request that we upload previous minutes onto the website.

#### ***Member Points Raised/Agreed:***

- ***Committee will upload with these latest minutes.***

### **Next meeting**

Not yet arranged, but will be our AGM

Meeting closed at 21:20.