

# ADEL CRAG COMMUNITY ASSOCIATION

Minutes Held on Tuesday 27 July 2010

## Attendees:

### Committee Members:

Francis Garbutt (Chair) (FG)  
June Bricklebank, Treasurer (JB)  
Maureen Lye (ML)  
Phillip Metcalfe (PM)

### Officers:

Paul Hurrell, Neighbourhood Estates Officer (PH)

## 1.0 Welcome and Chairman's Opening Remarks

1.1 The Chair welcomed everyone and introduced the agenda items.

## 2.0 Apologies

2.1 Apologies: Abigail Buckle.

## 3.0 Minutes of last Meeting

3.1 These minutes were accepted and approved as a true record.

## 4.0 Matters Arising – Action Points and Updates of Previous Minutes

4.1 **Minute 5.1 HEAT:** JB reported that the tenant has not yet received a letter of apology. PH confirmed he had made contact with Becky again but no reply. FG requested PH to investigate and report at the next meeting. **Action: PH.**

4.2 **Minute 5.2 Intercoms:** FG reported that he had spoken to Marie Dupont and was informed that the surveys had only just been returned so no decision has yet been made. The results should be available at our next meeting. **Action: FG.**

4.3 **Minute 5.4** It was noted that some of the work had not been carried out. PH agreed he would pass this information on to the Estate Caretakers to tidy up. **Action: PH.**

4.4 **Minute 5.6 Additional Streetlight Adel Wood Estate:** It was reported that the additional streetlight in Adel Wood Estate should be connected during the next few weeks.

4.5 **Minute 5.7** FG met with Justin Williamson, Senior Ranger, on site to discuss exactly where the hazard (barbed wire) can be located. He confirmed he is to arrange to have this removed as soon as possible.

4.6 **Minute 8.3** It was noted that the Job was completed by ATM and did an excellent job. PH agreed to chase up and find out how many cuts a year has been agreed. **Action: PH.**

4.7 **Minute 8.5** ML confirmed Step has been replaced. However, PH confirmed that all steps at some point require rebed and point

4.8 **Minute 9.1** FG reported that a further meeting took place in July between Cllr Barry Anderson, the Area Performance Manager, WNWhL and Highways and agreed to look at potential solutions, however, due to not knowing the budgets available or costs involved they will need to report back in the autumn when this information is available.

## 5.0 Outgoing and Incoming Correspondence

a) Received Customer Profiling Information from WNWhL. The information was briefly read out to the group.

## 6.0 Young Peoples Ideas and Activities Update

6.1 FG gave a brief update on the woodland event to be held on Friday 30<sup>th</sup> July from 12noon – 3.00pm.

6.2 FG confirmed he received further information from Sue Harrison in relation to the Mobile Youth Bus and would be talking to Abigail about the next stage.

## 7.0 WNWhL Issues

7.1 PH provided and talked through the monthly management analysis data report for the period 23 June to 26 July 2010.

7.2 A request for a lockable box to place a shopping trolley inside for 27 Wayland Croft was noted. PH to investigate the possibility. **Action: PH.**

7.3 Sewer grate adjacent to 23 AWR badly cracked. PH **agreed** to report the matter to the authorities.

7.4 Grit boxes - concerns that these are empty and would like them to be refilled. There were also concerns about the additional boxes not in place. PH **agreed** to follow this matter up. **Action: PH.**

7.5 FG reported that the communal grassed area adjacent to 28 Adel Wood part of the area has been replaced with new turf and is an excellent job. FG asked PH to pass on our thanks to the persons concerned.

7.6 FG agreed to update the Inspection Log and pass onto Paul Hurrell for action.

PH then left the meeting.

## 8.0 Annual General Meeting

8.1 FG confirmed after completing the lettings policy form for Leeds Education the AGM will be held on Wednesday 8<sup>th</sup> September at 7.00pm in the school hall, Adel St John the Baptist. Transport will be made available if required.

8.2 FG confirmed he had discussed with JB about the £25 free prize draw supermarket vouchers Morrison's and ASDA or High Street Vouchers of their choice but no CASH. This draw will also be open to the Committee.

8.3 There will be a raffle draw so donations for prizes would be gratefully received.

**9.0 Newsletter**

9.1 FG asked the group to let him have any articles for the newsletter as soon as possible. It was agreed that pictures of the trip to Bridlington and the woodland event would be included.

9.2 It was agreed that the newsletter and the flyer for the AGM would be distributed separately 2 weeks prior to the meeting.

**10.0 AOB**

10.1 The Adel Association AGM on Thursday 15<sup>th</sup> July, 7.30pm at the Stables was cancelled due to nothing on the agenda to discuss which is unusual. The next meeting will be on Thursday 16<sup>th</sup> September should anyone be interested in attending.

10.2 Holt Park Tenants & Residents are in the process of investigating a number of local trips during the summer period to a Multi Faith Event Day should anyone be interested please let FG know.

10.3 Various Handouts made available on Keep Britain Tidy, Young People Guide to Summer Activities '10. Also made available revised (June) 28 Adel Service Bus Timetable for information.

10.4 Parks & Countryside Ranger Events Kids Go Wild! The main events were read out for interest.

Meeting closed at 09.10pm

**11.0 Date and Time of Next Meeting**

11.1 To be decided after the AGM

Chair's Signature: .....

Print Name: ..... Date: .....