

# Walton Manor Residents Association

WMRA 23-11-06\_02

Agenda of committee meeting held at 6pm, Monday 6<sup>th</sup> November at 41 Kingston Road (Maggie's house)

**Present:** Maggie Black (MB); Mary Pegler (MP); Jo Lane (JL); Charlotte Beatson (CB); Bryan Pickup (BP); Helena Webster (HW); Caroline Martin (CM)

**Apologies:** Tom Landell-Mills (TLM)

1. **Introduction** of Janet Minot, resident of St Bernard's Rd, who is happy to be put forward at the AGM to sit as committee member. Janet met the current committee and heard about its scope and activities, but did not stay for the meeting.

2. **Outstanding Matters from last meeting's minutes:**

i. Constitution Revision

Draft of newly edited constitution was discussed with some minor amendments agreed:

- CM proposed all members, including officers should stand for re-election after sitting for three years, rather than previous arrangement which continued committee officers' tenure indefinitely. Committee agreed that current members should be re-elected at AGM, starting with those who are most long-standing (MP, JL, CB) to be proposed in 2024, then MB, TLM in 2025 and CM, HW, BP at the following year's AGM.
- MB will explain at AGM that new constitution can be found on the website

ii. Welcome Leaflet

Final draft of welcome leaflet agreed, in landscape form. CM to email a PDF of final copy and has put a copy on the website.

3. **AGM planning**

- CM has kindly printed the leaflets and posters; committee to distribute to various streets not before 12<sup>th</sup> November. Posters to be tied with string to lampposts (JL to remove after the event).
- CM has bought the refreshments; has prepared a code for online payments and a float for cash. CM keeping account of expenses so far. A gift (bottle) needed to thank speaker and caretaker.
- CM to bring a separate QR code to accompany sign-in sheet, to collect email addresses for newsletter distribution list.
- MB to bring sticky labels for names
- CB to bring sign-in sheet and pens
- CM expressed concerns about unknown tech and Wifi situation at D'Overbroeck's, in order to bring the correct apparatus and cables. CM would like a prior meeting (possibly on 16<sup>th</sup> Nov) with the tech representative/caretaker to check the system will accommodate her laptop and software. CM will liaise with the speaker's (Prof William Whyte's) secretary for a copy of his Powerpoint in advance.
- CM requested committee send photos of local events in 2022/23 (e.g. Oxclean; Coronation Party) to her for a slideshow at the start of the evening.
- JL had visited D'Overbroeck's in person, but staff at Leckford Rd site were unable to help her; she requested that MB telephone Tammy at their Banbury Road site to confirm arrangements.
- BP and HW will talk about planning, including activity over the last year, alerting residents to the new website for useful planning information and the prospect of a conservation area appraisal for Walton Manor. BP will request any useful historical knowledge from the residents to add to the local history section of the website.

- **Running order of AGM**

MB introduction

BP planning

MP treasurer's report (JL to send update with latest figures)

Committee members' elections

Speaker

MB to thank and close

- 4. **New members of committee**

MB will announce at AGM two new candidates for the committee, Janet Minot and Godfrey Cole, to be proposed and seconded by residents in the normal way.

All

- 5. **Date of Next Meeting: 22.11.23 AGM** (committee to meet at D'Overbroeck's at 6.30pm to set up)