

**Minutes HRA Committee Meeting**  
**Held on 13 May 2019**  
**At Highfield House Hotel 7.30pm**



**Committee members present:** Jerry Gillen, Ken Burtenshaw, Bryan Wakely, Adrian Vinson, Steven Johnston, Steven Connolly, Nadine Johnson, Nicolla Martin

**Attending:** Balbinder Bari, Nick Bacon, Dick Buckle, Tom O'Connor, Jon Walsh

**1. Welcome, declaration of interests**

There were no declarations of interest

**2. Apologies.** Simon Hill, Sue Ingham, Angela Seymour, Martin Benning, Cllr Gordon Cooper, Cllr Lisa Mitchell, Cllr John Savage, (Labour Group Meeting for all Councillors), Dave White, James Burgess, Barbara Claridge

**3. Minutes and Amendments** of the previous meeting held on 11 March 2019

The minutes had been circulated previously and there were no amendments

**4. Matters Arising:**

a. At the previous meeting, the problems with children from Gregg Prep School crossing Winn Road was raised. Hopefully the situation is better with the new island in the middle of the road opposite the school. (Martin Benning)

Jerry - (Westwood Road and Winn Road) suffer from speeding. Islands are now in place but only visible at the last minute.

Brian pointed out that parents drop-off in the road and not the pavement and the Council had extended double yellow lines.

Thanks to council for putting these Islands in place.

b. Letters of objection from two HRA members regarding Planning issues: Don John (parking in Ripstone Gardens) and Dr Buckle (Planning 24-hour gym at Sainsbury's) had been sent to SCC by Hon Sec.

HRA support required - Members concerned about parking in local roads

**5. Items carried forward from the AGM**

a. fund raising ideas

Main idea from AGM - membership fee should be increased. It was agreed by all to keep it to £5.

b. the summer social

Sunday 28th July lunchtime agreed. A family event to include children.

Food suggestions were American supper, hog roast or a curry. Uptons do a Hog Roast for £500 for 100 people. Could it be a joint event with The Tennis Club to raise numbers? Discussed raising money for marquee. Adrian happy with Hog Roast. Jerry pointed out that Hog is the best value for money. Steven Johnston says if it breaks even it's fine to go ahead with it. It is believed

the Tennis Section may allow the use of their 'marquee' and that Kuti may have offered to provide catering? Steve and Brian to discuss before the next meeting and report back (Action Bryan and Steve)

c. speed of traffic in Highfield

A suggestion had been made at the AGM to pedestrianise Portswood Broadway. Speed is a problem on Highfield Lane

d. potholes in roads

Jerry pointed out that this is not a matter that could be dealt with by HRA and is a matter for the Council and there were no councillors present at the meeting. To be C/F (Action HonSec next Agenda)

## 6. University Liaison

New vice chairman now at university from Lancaster. John has allocated additional funding from his budget to deal with end of year waste. John pointed out that this is not a long-term solution. Council is not stepping up to this. University is working with students and landlords. John raised, 'banister on stairs' - Steve is dealing with this. Building 45 at the university has permission to be demolished. There was a march/protest consisting of 9 people re: air quality. John pointed out that there are issues with lighting and screening. Permission for multi-storey car park not given yet. Everybody thanked John for his budget and clean-up plan.

## 7. Reports

a. Finance including a discussion on Membership Fees (AGM)

Jerry reported that it was not possible to go into figures - person responsible not present (Martin Benning, Treasurer). There was a discrepancy of 2k, resolved now as it was a transfer from General to Contingency. There's another small discrepancy being resolved.

b. Membership

Nicolla reported increased membership: Database 484; Paid-up members 430; Rolling 225  
The last Newsletter generated 30 new members.

c. Planning Issues

It was reported that there is a large extension at 39 Heatherdene Road (Jerry agreed to take a look); The 'fence' in Brookvale Rd has been painted green; The purchase of the Blockbusters site is in negotiations.

## 8. Data Protection Policy (Nadine Johnson)

The Data Protection Policy (DPP), which was produced by Nadine Johnson (Data Protection Officer) in May 2018 following the introduction of the EU General Data Protection Regulation, had been updated and circulated with the Agenda. Nadine presented the updated DPP to the Committee for approval, outlining in particular three key modifications:

- I. Section 1: In the existing policy there was no provision for consent to cover all individuals living in one household. With the new amendment, the signatory of the membership application and renewal forms is now responsible for signing on behalf of all other individuals living at his/her address. The membership forms will be re-worded to reflect this and then passed to Nicolla for ongoing use.
- II. Sections 5.1, 5.2 and 5.3: The sections on the publication of Committee Members' personal data had been modified in some detail and it was important that Committee members understood the changes.
- III. Section 6.3: provision had been made in the DPP for use of personal data relating to the HRA's Facebook page.

No objections were raised, and the amended policy was approved. Thanks were expressed to Nadine and Barbara for the enormous amount of work taken in preparing the updates to the DPP.

It was also agreed that consent would continue to be sought from existing members for use and storage of their personal data at each annual renewal of membership.

#### **9. Website / Facebook (Nadine Johnson)**

Website: waiting for 2 committee member profiles.

The Ceno advertisement on the Website is due to expire in June 2019.

Facebook: 227 signed up and 241 followers. Nadine asked Committee Members to email her any 'events' for posting. Steven advised that an appropriate convention is not to use capitals as it denotes 'shouting'.

#### **10. Newsletter: July / November 2019 edition? (Steven Johnston)**

It was confirmed that there will be a July edition with 'copy deadlines' as per Barbara's Communications Plan. It was agreed that we would include up to a maximum of 3 advertisements per Newsletter; one of them being Pearsons. With the exception of Pearsons, advertising space would normally be one-eighth of a page of A4 only at a rate of £100. However, this could be doubled to one quarter of a page of A4 for £200 but this would be the maximum amount of space allowed for one person/organisation.

It was also agreed that the Pearsons advertisement should stay at the same rate, i.e. £170 for one third of a page of A4 (this was a loyalty discounted rate).

Now that the Newsletter rates had been agreed, Jerry would ask Barbara to write to the owner of *Made in: Here* with our advertising rates and details of membership.

#### **11. HRA financial support for Common Ground mower**

Before any mower discussion can take place, Steve will need to discuss / see the accounts.

Steven was asked if he could sell the HRA camera which is no longer needed on eBay?

#### **12. A.O.B.**

- a. HRA Committee response to the public consultation: SCF formation of a Charitable Foundation Trust for Southampton Common – Letter circulated with agenda.
- b. Jerry announced a point, brought by Dave White (by e-mail), that he had attended the Common

Forum/University event on green travel. It was a good session with lots of useful information shared by the SCF including survey data from the SCC. There was a draft event report written by Roger and sent around to follow up. Dave's understanding is that this report is being finalised based on input from attendees. Perhaps once that is done it should be tabled at the next HRA meeting for information and comment? (Action future Agenda HonSec)

- c. On OTRA liaison, OTRA have identified the cost now imposed on planning applications even in conservation areas – which apparently even applies for Tree Works. OTRA have asked if the HRA are engaging with the SCC to make the case that this should not apply. If HRA are making representations on behalf of the various CAs in Highfield then OTRA need not replicate this work or could do the same but coordinated with the HRA. Could you let myself and/or Stephen Connolly or Martin Benning know whether that is an action HRA would be following up, so that OTRA know whether to approach the SCC instead? (Action Jerry / Barbara to liaise with Dave W. in due course).
- d. Nicolla raised the point that if people were made aware of why there was a need to increase the Designated Fund (a fighting fund) then they might be more inclined to donate.

There being no further business the meeting closed at 8.50pm

**The date of the next meeting is Monday 10 June at 7.30pm, Highfield Hotel.** Jerry stated that he would not be available for the next two meetings.