

**Minutes HRA Committee Meeting**  
**Held on 10 February 2020**  
**At Highfield House Hotel 7.30pm**



**Committee members present:** Jerry Gillen, Ken Burtenshaw, Stephen Connolly, Martin Benning, David White, Adrian Vinson, Nicolla Martin, Nadine Johnson, Steven Ossont, Barbara Claridge

**Attending:** Andi Sutcliffe, Roger Brown, Tony Edgely, Tom O'Connor (PRG), Cllr John Savage, Cllr Gordon Cooper, Nick Bacon, Peter Loizou, Jon Walsh (Uni Liaison), Sue Ingham

1. **Welcome, declaration of interests:** Jerry welcomed everyone to his final meeting as Chair. He introduced Tony Edgely, a previous HRA treasurer and Peter Loizou, a resident, to the meeting.
2. **Apologies:** Simon Hill, Lisa Mitchell, Shirley Effamy
3. **Minutes and Amendments** of the previous meeting held on 13 January 2020  
The minutes had been circulated previously Facebook Numbers (misheard) 681 in total (354 followers; 264 likes). Also a small typo corrected (thanks to Stephen Connolly)
4. **Matters Arising** – none reported
5. **Highfield maps** - this item was added by the Chair: Tony Edgely had been invited to the meeting by the Chair as he had been responsible for previous delineation of Highfield. The Chair was seeking to re-establish an official boundary. Tony confirmed that the copyright 2005 version of the map, minus the additional streets on the current published website map, was correct. This would be used in future. It might be that old parish records would show an historic version
6. **University Liaison:** Jon reported that the Annual Science and Engineering Festival was running from 6 – 15 March, with major events for the public scheduled for Saturday 14 March. Bookings would open next week. A question was asked about Chinese students returning to the university and the coronavirus situation. No cases had been reported
7. **Additional agenda item** was taken at this point. Cllr Savage asked members to look out for the consultation on the Local Plan and this was imminent and encouraged everyone to complete the survey. Both Councillors left at this point in the meeting as the remaining Agenda was HRA business and there might be a conflict when planning issues were discussed but stated that if there was any relevant issue they could be contacted
8. **Revised HRA Constitution:** The Secretary presented the revised constitution. Both the original and revised constitution had been circulated in advance of the meeting so that members could read in advance and prepare. The matter had been discussed in the December and January committee meetings instigated by an on-line enquiry from a resident outside of Highfield who wished to join.

The Membership Secretary had informed us that there were already HRA members outside of the 'Highfield' Map area. The constitution was last updated in 2003 so overdue. The Executive had held lengthy discussions over several meetings to get it right for the future and the Revised Document would now go forward electronically to the AGM for general membership approval.

Adrian Vinson again raised the issue of membership being open to non-Highfield residents and wanted to be sure of their suitability and warning against any non-resident wanting to join only to take advantage of the local discounts that HRA offers. The words, 'subject to committee approval', were suggested to be added to their membership application,. Adrian also asked how the Constitution changes would be explained to HRA members at the AGM and if each change would be highlighted and voted on. The Secretary said members would be given past and present constitutions to compare, in electronic form, with the AGM papers. Adrian said it was 'simply undemocratic' not to present members with the changes. The Secretary agreed to prepare a comparison paper for electronic distribution.

Officers and Committee membership (present and after AGM) lists were also circulated. Stephen Connolly and Jerry were the only members to be ratified at the AGM this year. Both had already been contacted and confirmed (Jerry to stand as Committee member)

## 9. Reports

- a. **Finance** – Martin reported the upcoming changes to the bank account from Nat West to the Co-op bank. It would be a special account for voluntary organisations rather than a Business Account. An added advantage was that cheques and cash could be paid into the new account at any Post office. Payments, but not membership fees could be paid electronically and the Co-op Bank is more ethical. He confirmed that Mark Batchelor would prepare the Accounts for the AGM and that they would be 'examined' in time for the meeting. Mark would then step back from HRA and Martin would then be able to prepare financial statements for every Committee Meeting
- b. **Membership** - Nicolla reported that the database had 498 members; paid up members had 431; Rolling membership 15. Jerry thanked Nicolla and commented that this was a great achievement, not only to keep up membership, but also to recruit new members
- c. **Planning Issues** – the Planning Report had been circulated. Peter Loizou spoke to the meeting seeking understanding about a planning application he had made about the conversion of the laundrette of the care home, which was now his family home, to a bungalow. Jerry suggested if planning was turned down then an informal meeting might be set up with Peter, HRA and Planning to discuss a way forward. PRG commented that it was the conversion of outbuildings precedent that mattered. Peter also raised the increased graffiti on utility boxes in the area and asked whether the clean-up could be carried out by an individual such as himself (or his company). The Secretary agreed to contact the local Councillors for advice on this matter.

Post meeting note from Cllr Savage. Reply in response to his follow-up with SCC on graffiti:

*“Good Morning Cllr*

*Thank you for your enquiry regarding graffiti, street furniture including Telephone boxes will be down to BT, Bus shelters will also be down to who own them. We used to remove graffiti from electrical boxes under a contract with the individual companies but they refused to pay as you can imagine graffiti products are very expensive so we had to stop, the only time we will remove anything from these private boxes etc. is when it is offensive or a gang related tag*

*Thank you*

*Regards Jayne*

*Jayne Goddard  
Team Leader  
City Services*

*Southampton City Council”*

This item will be placed under Matters Arising for the next HRA meeting

10. **Website / Facebook** – Nadine reported that she had been given a large memento book that had been kept by Anne Wardle who had died recently. It contained many HRA-related press cuttings. Nadine said she would be able to use some of these as articles for the Website and Facebook

Nadine confirmed that she was in the process of updating the ‘useful links’ pages on the website. Facebook had 366 followers and 270 likes. All current discount information was posted on HRA social media. Jerry thanked Nadine

#### **11. A.O.B.**

- Roger Brown gave advance notice of SCC strategic cycle extension scheme. Public meetings would take place in three local venues (3, 9, and 11 March). Details were not yet finally confirmed. Roger would be making a more detailed presentation at the next HRA meeting (9 March).
- Steven Ossont raised the issue of the closure of Mulberry House Surgery; there would be no GP in Highfield. All services were being transferred to the St Denys Surgery. There may be plans to convert Mulberry House into flats. Watch this space!

There being no further business the meeting closed at 8.35pm

**The date of the next meeting is Monday 9 March at 7.30pm, Highfield Hotel.**