



Minutes of the Meeting of the Council held on Tuesday  
3<sup>rd</sup> October 2017 at the Fellowship House at 8 pm

Present: Max Petersen - in the Chair, Tony Brand, Terry Brooks, Alan Brudney, Tony Ghilchik, Adrian Hodgson, Emma Howard, Peter McCluskie, Simon Sackman, Hella Schrader, Gary Shaw, Harry Simmonds, Ann Spencer, Rosemary Goldstein (Secretary to the Council).

*A risk assessment was carried out in accordance with the agreed format. (No key was available at Fellowship House and the caretaker had to be contacted to obtain access to the building.)*

#### **Welcome by the Vice-Chairman and apologies for absence.**

1. Apologies were received from David B Lewis, Barbara Bliss, Colin Gregory, Jeremy Hershkorn, David Littaur and Jonathan Seres.

#### **Note the resignations from Council and appointment of new Hon Secretary**

2. Council noted the resignations of Ian Tutton and Peter Spaul, thanked them for their service to the RA and was asked whether anyone present would like to take over the Hon Secretary role. There was no response.

3. Peter McCluskie agreed, in the circumstances, to serve as Hon Secretary up to the AGM 2018 but said that he would be happy to stand down, beforehand, if anyone else would like to take this on, on a long term basis, provided that:

- Draft minutes of Council and EC are copied to the Hon Sec as well as to the Chairman as agreed some months ago by EC
- Future agendas for Council and EC will be drawn up broadly in the same format as for this meeting.
- His private address is not the RA's official and published postal address and other arrangements are made.

4. Council thanked Peter McCluskie and agreed to these conditions. The EC will discuss the official address for the RA and make a recommendation to Council in due course.

5. A Motion was proposed by Emma Howard and seconded by Harry Simmonds

*'That Peter McCluskie be appointed Hon. Secretary of the HGS RA for the period up to the AGM to be held on 26<sup>th</sup> March 2019'*

This was passed unanimously.

6. It was suggested inserting that a note be included in the next edition of Suburb News asking for a volunteer for Hon Treasurer and a Membership Secretary and this was agreed. **Action Terry B**

#### **Question Time for residents who are not members of Council**

7. There were no non-members of Council in attendance.

#### **Receive the minutes of the Executive Committee meeting held on 19th September.**

8. The necessity for EC meetings was questioned. It was pointed out that it had previously been agreed that Council should meet every two months and the EC would meet monthly but this had been changed under David Lewis's chairmanship. Council asked the EC to look into the possibility of reducing Council meetings.

**Action PM**

#### **Approve the minutes of the previous meeting of Council held on 29th August. Corrections:**

9. Para 2 Advertising for Suburb News and Directory delete: "and to liaise with Emma Howard"
10. Para 6. Treasurer's Report

Insurance The two references to Ann Spencer to be deleted.

#### **Discuss action points arising from the minutes of the 29th August Council meeting**

##### Hedge in Kingsley Way:

11. Cllr John Marshall had been asked to become involved. LB Barnet had obtained a quote of £3,490 +vat to remove the hedge and replace it with yew trees and this will now go to an area meeting on 14th November for further discussion. An independent tree surgeon who had looked at the hedge and said that it is a large job and the hedge will need nurturing for the first two years after planting including watering in dry weather.

##### Advertising for Suburb News and Directory

12. The headmaster of King Alfred School had been interviewed for the next edition of Suburb News and contact made with the person in charge of advertising for the School.

##### HGS Trust - recommended building and other contractors

13. After the suggestion made at the last Council meeting, Emma Howard said that she had just received a list from Jonathan Seres. The Minutes of the previous Council meeting had been corrected as she had not agreed to approach these suppliers for advertising. She pointed out that the contractors are already on a recommended list and may not have an incentive to purchase advertising.

### Risk assessments

14. The risk assessment form had been prepared and no further specific input was required.

### HGS Heritage project

15. It had been suggested there should be user testing a fortnight before the launch of the project and Steve Morris had agreed to this.

### Memorial Benches

16. RA is still waiting to hear from LB Barnet about various broken benches that have been reported. **Action Harry S**

17. New benches had been erected in Northway Gardens with signs inviting financial contributions from residents towards memorial benches in Northway Gardens. Some trees had been cut down and it appeared that they had been used for the benches in Northway Gardens. The reaction by passers by seemed to be positive but the signs could be misleading. The RA needs to know why the trees were cut down and who erected the benches. Perhaps the HGS Trust should be involved.

18. It was agreed that the background to the Northway Gardens tree felling and the new benches would be ascertained and, based on the information received, the RA would decide the way forward. **Action TG/Harry S**

19. It was noted that two new benches had been placed in Temple Fortune Hill outside the Health Centre

### Litter Bins

20. New litter bins are required but photographs of a suggested new bin, proposed were thought unsuitable for the Suburb.

21. There is a problem with bins at Sunshine Corner which are heavily used particularly during the summer months. HGS Trust have agreed to arrange for them to be emptied more frequently.

### Anti-social behaviour: Bute Mews etc

22. A residents had reported anti-social activity in the park. However, this was not considered to be an RA matter and the police should be involved. That said, there should be RA attendance at the next meeting of the Ward Panel.

**Action (in due course) BB/EH**

23. Residents should be advised to telephone the police when they see illegal activity taking place and to keep a log of ongoing anti-social activities.

24. It was suggested that the RA should consider appointing a police liaison representative and posting a message on Neighbourhood Watch.

25. If there is a problem on Hampstead Heath there is a separate telephone number for the Heath Police, who usually respond quickly.

## **Treasurer's report, including banking and insurance.**

### Insurance

26. The RA's insurance with Bluefin had been cancelled and replaced by insurance with Zurich, as agreed.
27. The issue of whether the RA would be liable for repair to the Free Church if there was a terrorist attack was raised. The Elders of the Free Church had stated that although Free Church insurance may cover liability for personal injury it does not cover damage to the building.
28. The Revd Dr Ian Tutton, Free Church Minister, had said that he could not guarantee that in the event of a terrorist attack that the Free Church would not look to the RA for compensation for any damage to the Free Church.
29. It was agreed that the RA should retain their store room/office in the Free Church Hall and to also use the Free Church for Suburb News distribution. However, Free Church premises would no longer normally be used for events or meetings.

### Banking

30. The RA does not have a system for electronic payments. There are numerous cheques to sign off and needs two signatories for each cheque. There is also a need reconcile and bank some 800 cheques and also spend on postage. A change of the authorised signatory required a good deal of work. There is often a problem if an urgent payment is required.
31. The Free Church, Fellowship and St Jude's Church all have electronic banking with agreed limits and the chance of a volunteer defrauding is considered by those bodies to be very small.
32. A draft motion had been submitted for consideration by Council proposing that the RA move to payments by electronic bank transfers. The Hon Treasurer would prepare a quarterly list of payments for EC Meetings. Payments over £5,000 would still be made under the current format by cheque and two signatories
33. A full and lengthy discussion took place. Council were in favour, in principle, of some form of electronic system but it was felt there should perhaps be greater limitation of the risk.
34. Barclays have a dual-authorisation electronic payment system but not HSBC, which is the RA's main bank. However, in any event, such a system may provide little or no advantage to dual-signed cheques.
35. It was agreed that advice should be sought from the RA's Hon Accountant (Paul Hartley) before further consideration of the matter.

*(The Hon Treasurer left the meeting at this point.)*

36. A Motion was proposed by Harry Simmonds, seconded by Hella Schrader and passed unanimously:

*"That the Residents Association move towards making payments by electronic bank transfer subject to consultation with their professional advisers."*

**Any matters arising from standing committee reports, submitted since previous Council meeting.**

Allotments

37. The committee is now holding meetings and inspections of the allotments sites but a new Chairman is being sought. It may be that this role would have to be shared by three allotment holders. Council has no objection in principle provided there is a main contact.

Roads and Traffic

38. TfL have applied to LB Barnet to convert one parking bay on each side of Market Place for a black cab/electric charging bay, although it is not clear exactly what restrictions will apply to the bay.

39. Roads and Traffic Committee have sent an objection on behalf of the RA and have also asked the Market Place traders to object, but few have responded. Objections have to be submitted by 5<sup>th</sup> October and Council members were asked to send their objections.

40. It was felt that this, or any similar proposal, should not be implemented until battery charging technology had improved well beyond its current state.

Publications

41. Council members were asked to let Suburb News have any copy for its next edition within the next week

**Any other urgent business**

42. There was none

**Date of next meeting of Council**

43. 7 November at 8pm in Fellowship House.