

**Waterways Management Committee
Annual General Meeting Sub-Committee Meeting Minutes
05 November 2007, 8pm, Anchor Pub**

Attendees

Diane Crocombe	Wendy Scott
John Lapin	Adrian Steeples
Roger Mumby-Croft (Chairman)	Louise Robertson
Saima Butt (Secretary)	Gunnar Niels
Manuela Vogel (Minute Taker)	

7. AGM Sub-Committee

Item 1 -The directors present went through the draft AGM Agenda prepared by the AGM Sub-Committee item by item. The Chair will highlight achievements of outgoing Committee, and set out challenges facing incoming Committee.

Item 6 - Upon suggestions by directors present, it was agreed that the Chairman would thank retiring Directors for their contributions whilst serving on the Committee. This would be a verbal addendum at the AGM. It was noted with thanks that another Director had agreed to stay on as a Director.

Item 7 - It was reiterated that 10% of votes (approx. 40 people) were needed to get quorum to appoint new committee. This included Proxy Votes.

Action: All directors to promote/collate proxy votes to ensure the 10% quorum was reached.

Item 8 – £300 grant/yr to WRA. It was agreed that WRA would need to provide audited accounts. The Chairman will introduce this as a proposal at the AGM.

Item 9 – The 3 options presented in the draft AGM papers were discussed in conjunction with a Director's e-mail. It was agreed that a paper documenting the restrictive covenants and costs involved in running the Community Room should be handed out at the AGM. The Committee's consensus was that the meeting room should be treated as an asset. A second Director raised the question whether directors should lobby people now to retain the Committee Room. Secretary stated that the Committee Room should be retained and used in as many ways possible, with existing restrictive covenants, and over time these may become 'guidelines'. A third Director emphasised that WMC should continue to challenge the validity of existing restrictive covenants. It was agreed that full information should be provided to the AGM to reach a decision, but that WMC should not dwell on restrictive covenants. After further discussion consensus was reached that only Options (a) and (b) should be put forward to the AGM, as 3 options may split the vote. Secretary stated that SHOUT/OCHA were happy to attend the AGM and answer any questions. It was agreed that this might be confusing. The third Director stated that WMC would need to have answers ready regarding potential uses of the Community Room. By a show of hands, it was agreed that Option (c) should be removed, and only Option (a) and (b) put to the vote at the AGM.

Item 10/11 – it was agreed that these two items should be swapped around. Secretary raised whether reconsideration of managing agents (Peveler) should be put to the AGM. The Chairman advised that this was a matter for the incoming Committee to decide, but that he would raise it as a challenge in his closing address.

Directors present expressed their thanks to outgoing directors Secretary and Chair in particular for all their work on the Committee.

It was agreed to adopt the draft AGM agenda with the changes noted.

Action: Director to amend draft agenda, and e-mail final to Peveler by noon on 6 November 2007.

1. Any Other Business

Waterways Pumping System – The Committee discussed at length the potential responsibility and maintenance of the Pumping System. The fundamental question was whether it had been maintained properly prior to WMC assuming responsibility. WMC will need to understand clearly the financial liability and maintenance schedule. A Director offered to investigate and clarify status of Pumping

System. He would involve one of the prospective new directors if elected to the Committee, given his knowledge in town planning to fully understand and establish boundaries and scale of responsibility.

Boundary Lines and Trees for Pruning – A Director confirmed that there was no ransom strip along the Western most part of WW parallel to the railway. WMC's responsibility went right up to the fence line, which included the trees, that needed pruning. The cost for this had been allowed for in the current budget. A second Director expressed concerns re funding and stated that there was a management plan for the wildlife corridor originally drafted by the Environment Agency. It was noted that the maintenance of this corridor was never carried out in conjunction with this EA plan. A third Director expressed her concerns to the second that since this information had existed for some while it needed to have been disclosed to WMC. Some discussion ensued, and it was stressed that any such information should be shared with the WMC as soon as it can be retrieved, and obviously with appropriate sub-committees. However, it was also acknowledged that information sharing amongst committee and sub-committee members was getting better. It was decided to go ahead with the pruning of the trees (as per budgeted expenditure).

Action: Third Director to send out authorisation e-mail to Peverel.

Signage around WW – Secretary, on behalf of one of the Director, stated that the number of signs and 'street furniture' around the estate needs to be kept to a minimum. Chair replied that the numbers of bins were Council policy, and that litter was a fact of life. Secretary reiterated that litter picking was part of managing agent's maintenance responsibilities, and that residents should not have to routinely do it. Another Director advised that she had been in touch with Duty Police Officers after the Halloween disturbances around the lake, and that she was told that a 'Residents Only' sign and a light might deter unwanted visitors to this area. It was thought that 'offenders' were mainly from Cherwell School (and/or St. Edward's), and that the police were talking to the headmaster at Cherwell School. The Chairman reiterated that this was an issue for the incoming Committee to pursue. However, consensus was reached that a 'Residents Only' sign should be installed.

Parking & Roads

Secretary invited a volunteer Director to represent the WMC in discussions with the Council / BH in planning towards the final handover of the roads in WW. This role would also involve liaising with the WRA and Peverel in finalising the parking systems too. There was no volunteer forthcoming and is to be reconsidered after the AGM.

14 Date of next meeting

No date was set for the next meeting after the AGM.

Committee members present once again thanked outgoing members for their invaluable hard work and contributions.

The meeting closed at 9.30 p.m.