



Royale Dunton Court Residents Association

Committee meeting date: 23/6/2022

Location: Royale Dunton Court Clubhouse

Start time. 20:00

Finish time. 22:00

Present.

Chair: Gary Peckham

Secretary/vice chair: Pat Stapleton

Treasurer: Sheila Hobman

Council Members: Mick Hilton, Pat Moore, Denise Rayner. James Hailes. Mick Hilton, Julie Raby, Terry Rose

Apologies. Pat Smith, Lynda Gould, Laurie Gould

1. **The Chair** opened the meeting and welcomed Councillor Jeff Henry. Jeff works hard in the community and has a keen interest in local issues. So, we invited him to meet the new residents association committee and oversee our meeting.
2. **James** recapped the minutes from the last meeting (9/4/22) before the Chair asked for reports.
3. **Secretary Pat Stapleton reported** that the delay with meeting Royale is due to key staff at the company being unavailable. However, Pat was pleased to be able to pass on the fact he'd now secured a meeting with Royale on Monday 18th July.
4. **Treasurer Sheila confirmed** she'd now set up a bank account for the association with Metro Bank in Basildon.
5. **Equality and disabilities coordinator Denise** shared a draft of her accessibility survey with the committee. This survey seeks to ask residents about their experiences with roads/pavements/lighting etc. Committee members agreed to look at the form in their own time and report back. The committee envisaged getting this form out to residents with the 3rd newsletter scheduled for late August. Denise also confirmed that she'd secured £500 from Unite Union to help with our defib fund and this had been paid into our new bank account.

6. **Communications James reported that himself and Pat Moore** had launched a new website for the association. To save the association costs, James built the site himself on the Hugo Fox platform.

James also reported that the 2nd newsletter draft was done and will be distributed to the committee in the coming days for approval.

James completed writing a privacy policy for the association to ensure we're compliant with GDPR. (GDPR places obligations on us about how we handle our members' personal data). This policy has been posted on our website.

Finally, James had dialogue with various bodies about a defibrillator to prepare a risk assessment and source the correct unit.

7. **In her absence, Lynda sent a note to say** that, so far, her Helping Hands team had cleared 4 gardens ready for regular maintenance. They had received 3 donations of £20 for doing this and that had been added to our defib fundraising. The etam had also collected prescriptions for different residents, helped change duvet covers and even put a bed together. Finally they had taken residents to and from coffee morning and bingo so it's proving to be a popular and busy scheme.
8. **The Chair** spoke to the committee about agreeing an agenda of questions for our meeting with Royale on 18 July.

At our first general meeting in March, members made the following resolutions listed below.

a) That Royale undertakes a full review of on-site roads, footpaths, lighting and signage and carry out necessary improvements - all of which have been flagged up by residents as being inadequate and poorly maintained.

b) That Royale looks at supplying and installing an appropriate number of defibrillators as part of its duty of care to residents.

c) That Royale commissions a full fire safety risk assessment and acts upon its recommendations.

d) That Royale and the Association get to the bottom of continuing issues over gas supplies so the problems aren't repeated this coming winter. .

e) That Royale meets with residents about their planning application - as advised by Basildon Council.

d) That Royale sets out how it sees the future of the clubhouse and how we can help improve this underused asset for the benefit of members and Royale. Also address the promise of a swimming pool.

Although the association had sent these concerns to Royale in March, we've had no reply. Therefore, the committee agreed it's important to resend these points as a basis for our meeting in July and insist Royale gives as a reply to all of these questions so we can report back to members after the meeting.

Full agenda to be typed up and sent to Royale by **Chair and Secretary**

9. **The Chair** asked the committee to look at dates for the AGM and it was agreed Thursday 6 October 2022. **James** booked this date with Kim for use of the hall.
10. Members questions - no members present.
11. Any other business.