

Meeting: CAWRA	Chair: Rob Butler
Date: Wednesday 22 nd March 2017	Minutes by: Sue Clark
Members Present – Rex Ingle, Janice Butler, Andy Temple, Tom Duchesne, Tom Cole, John Newton, Neil Green, Ed O’Connor, Mary O’Connor, Martin Fancourt, Margot Wilson, Malcolm Neale, Brad Flisher, Mark James, Robert Whittacker, Felicity Gabriel	
Others in attendance: Denis Crawford, Roy Brame, Jane James, Mike Brindle	
Apologies: None	

Item	Minutes/Action	Action by whom	Action by when
<p>1</p> <p>Minutes of the previous meeting were read and agreed</p> <p>Actions from the previous meeting</p> <p>1.1</p> <p>1.2</p> <p>1.3</p> <p>1.4</p> <p>1.5</p> <p>1.6</p> <p>1.7</p>	<p>Title of the group agreed to be Cloverfield and The Willows Residents Association incorporating St. Andrews.</p> <p>Wording of the constitution was discussed, and amended. Tom Cole proposed accepting the constitution, seconded by Robert Whittaker and agreed by all those present.</p> <p>Facebook page up and running</p> <p>Website under construction</p> <p>Some committee members attended other residents' associations – see chairman's report.</p> <p>Bergamot Park signage, parking and missing gate and fence – completed</p> <p>Wood on Cloverfield – this is being worked on now, and the branches have now been removed. The reason given for them being left was the workers were called away due to high winds</p>	AT	April 17
<p>2</p> <p>2.1</p> <p>2.2</p> <p>2.3</p> <p>2.4</p>	<p>Chairman's Report – Rob Butler</p> <p>Apologies to those that missed the notification of the change of date and time of the last meeting. Reiterated all the meetings will be on 4th Wednesday of month at 8pm.</p> <p>Website to have an issue reporting page – website address shared</p> <p>Chairman had attended the Norwich Road meeting and they had been very welcoming and happy to share ideas. Agreed that it will take time to take on some of the ideas and the focus now needs for us to reach all the residents and grow the membership. Committee to discuss strategies and bring to the next meeting.</p> <p>Thanked the councillors for their advice and support</p>	Committee	April 17
<p>3</p> <p>3.1</p>	<p>Secretary's Report - Andy Temple</p> <p>Membership application forms handed out and asked members to complete before the end of the meeting</p>		
<p>4.</p> <p>4.1</p> <p>4.2</p>	<p>Treasurer's Report</p> <p>Tom has decided to stand down as treasurer. New treasurer elected – Felicity Gabriel</p> <p>Bank account not yet open as constitution needed be accepted - Felicity will now open a bank account</p>	FG	April 17
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p>Councillor reports</p> <p>Public Space Protection Orders explained the process. It does not yet extend to our area, and the purpose is to prevent anti-social behaviour resulting from alcohol and drugs. The proposal is now with Breckland Council</p> <p>Some residents have expressed concerns regarding public drinking. Residents can report concerns to Thetford Town Council via their website where there is a 'report it' section.</p> <p>CAWRA website will have information for residents giving useful addresses and contacts on a range of issues.</p> <p>STAG – speeding on estates and parking on greens – discussed.</p> <p>If the residents or the group have any issues that they wish councillors to take forward then they can email them. If it is regarding litter photographs can help. If it is anti-social behaviour the public are advised to report to the police.</p> <p>Councillors congratulated the group for their progress to date in getting the group running and the constitution written and agreed. Now need to focus on extending the membership.</p>		

6	Current issues		
6.1	Parking on the Green on Charlock Road – Norfolk County Council own this land. If the group wish to complain about the parking we will have more impact as a group, however we need to consider where people will then park. We could consider promotion of the positive aspect of not parking on the green.		
6.2	The exception to this is when people are selling cars and this can be dealt with immediately if reported.		
6.3	Litter picking – this could be a good way of publicising the group. We could perhaps borrow the equipment, although we will need to purchase public liability insurance at £360, we could use the £300 grant towards this.	Committee to discuss	April 2017
6.4	Speeding – Roy Brame to find out why the 20mph is not enforceable on our estate and report at the next meeting.		
7	CAWRA website		
7.1	Still under construction To be created and to include, general statement on the Aims of the group, documents, links to enable reporting, links to other websites and a gallery. Tom to pass the details to the website to Rob. Martin has now picked up the building of the website.		
8	AOB		
8.1	Ideas for the promotion of the group – litter picking, leaflet drop, discussion with neighbours. We need to promote that members do not have to attend every meeting but can use the website and Facebook for communication. We could also make better use of email once we have the members. This would make it easier to find out what the issues are that we need to focus on. We could pose questions such as what would you like to discuss with other residents, what concerns you? We must not confine the membership and issues to those that attend the meetings. We discussed organising an event to promote ourselves suggestion was a coffee morning.	Committee	April 17
8.2	Invite inspector of police to the next meeting There has been a weight restriction imposed in East Harling, we need to monitor changes in traffic.	RB	April 17
8.3	Mallow Road – parking on the road, one resident concerned but most see it as effective traffic calming.		
8.4	Greater Thetford Development Group – Robert to feedback to group information from meeting on 19 th April	RW	26 th April 17
9	Date of next meeting: 26th April 2017 at 8pm		