

Minutes of the meeting of the Garrison Residents Association held on 26 November 2024.

Present: Damion Beech
Nicola Boxer
Amanda Gorman
Lara Melville
Peter Melville (Interim Secretary)
Rik Mistry
Amanda Powell
Karim Taha

In Attendance:

Apologies: Charlotte Walker

24.1 **Apologies:** Members noted apologies as noted above.

24.2 **Election of officer roles:** Members put forward nominations for the election of officer roles for the Garrison Residents Association to begin immediately.

24.2.1 **AGREED:** With unanimous votes Lara Melville was elected Chair, Rik Mistry was elected Honorary Treasurer, and Amanda Powell, Honorary Secretary.

24.3 **Review of the Annual General Meeting (AGM) discussion and matters arising:** The meeting thanked the interim secretary for volunteering to take on the considerable task of coordinating and rescheduling the GRA Annual General Meeting (AGM) held on 18 November 2024.

It was noted that there was a strong resident turnout for the meeting and that the former committee members who attended held the meeting well.

Matters arising from the meeting covered:

- Vermin control across the site and recent vermin sightings as a likely result of building developments - raised with Fowler and Spenceley Property Management (FSPM) - awaiting response.
- Parking; members concluded that this was a hot topic and the issue of a consultation for parking permits had not been

resolved. It requires further conversations with Shoebury Garrison Management Company Limited (SGMCL).

- Concerns with the Bellway development – noise, pollution, neighbourhood engagement and liaison.
- New Members sought further clarity of the roles of the SGMCL & its board members, FSPM, and the Memorandum of Understanding(MOU) so that they could ensure that they are supporting residents with correct information and guidance.
- Finances and funds held by the GRA and how to improve these.
- The general purpose of the GRA.

24.4 **Ideas for GRA Involvement - Workstreams**

Members reflected on the purpose and role of the GRA, the possible areas of work to be explored over the next 12 months and how to build greater opportunities for residents to get involved.

24.4.1 **AGREED & ACTIONS:** The next GRA meeting (date tbc) to be dedicated to identifying a list of all potential workstreams, and agreeing which work streams would be taken forward in 2024-2025.

Karim Taha – to lead on the workstream item at the next GRA meeting

Amanda Powell – to schedule workstreams on the next meeting agenda.

24.5 **Thanks to the former committee:** The new committee thanked former GRA committee members for their work and service over the years. Members considered ways to mark their service with a small gift and card with committee funds.

24.5.1 **AGREED & ACTIONS:** Peter Melville to organise a small gift for former members, Amanda Powell to sign Thank You cards on behalf of the committee.

24.6 **Committee members responsibilities:** Members discussed the responsibilities and areas of work for the committee. It was noted that this would feed into the future workstreams discussion.

24.6.1 **AGREED & ACTION:** to defer the item until the next GRA Meeting. Amanda Powell to schedule it on the next meeting agenda.

- 24.7 **Liaison with SGMCL, F&S, Councillors, Police, Park Ranger, Housing Developers, and other Residents Associations:**
Members assigned the following members to liaise with the following stakeholders and community groups:
- 24.7 **AGREED:**
- SGMCL- Karim Taha, Lara Melville
 - FSPM - Karim Taha , Lara Melville
 - Local Councillors – Peter Melville, Rik Mistry
 - Police – Peter Melville, Rik Mistry
 - Park Ranger – Amanda Powell
 - Building Developers – Nicola Boxer, Amanda Gorman, Charlotte Walker
 - Other local resident associations / Groups - Peter Melville, Rik Mistry
 - GRA communication platforms – Damion Beech
 - Businesses and Hinguar PTA – Lara Melville, Damion Beech.
- 24.8 **Constitution review – working party:** Members considered a proposal from the former interim Honorary Secretary to review the current GRA constitution, to update it and bring it in line with current best practice and ensure it better serves residents, addressing some of the questions residents had raised in the weeks building up to the Annual General Meeting (AGM) in November 2024. Members requested that the constitution is reviewed to ensure that it is concise, easy to read and easy to understand.
- 24.8.1 **AGREED & ACTION:** Peter Melville to lead on a constitutional review, and draft a committee code of conduct, working with Nicola Boxer and Karim Taha. A revised draft Constitution and draft code of conduct, to be presented at a future meeting of the GRA for consideration and approval.
- 24.9 **Communication – internal committee communication platforms, committee website and meetings with neighbours:** Members discussed the best ways to communicate with each other and with residents. The website and its management were discussed.
- 24.9.1 **ACTION:** Damion Beech to contact the existing webmaster to understand how this can be taken forward in 2024-2025.

- 24.10 **Code of Conduct – committee and wider membership:** Members discussed outlining a code of conduct for elected members.
- 24.10.1 **AGREED:** The code of conduct to be added to the GRA constitutional review work.
- 24.11 **Membership – Committee and wider:** Members discussed the wider membership question for the committee and how it encourages greater participation, accepting that the current committee are in post for a year. Options to reflect membership: changes in the new constitution, looking out for potential new committee members and seeing who of the old committee would be interested in being involved as we move forward.
- 24.12 **Dates for future meetings & venues:** Members discussed the ideal frequency of GRA meetings.
- Date for the next meeting is 9/12/24
- 24.12.1 **AGREED & ACTIONS:** Amanda Powell to present a schedule of monthly GRA meetings and venues at the next meeting.