**Patchetts Green Residents’ Association (PGRA)**

**Action Points From Meeting 31 October 2023**

**Held At 2 Pegmire Lane, Patchetts Green**

**Those Present:** Cllr Carl Woolf, CW (In The Chair); Bonnie Shaw, BS; David Baldwin, DB; Jonathan Morris, JM; Malcolm Sevren, MS; Paul Kemble, PK.

**In Attendance:** Peter Evans, PE (Aldenham Parish Council).

**Apologies:** Michelle Hart, MH; Raj Haria, RH.

|  | **Item** | **Action By** | **Due By** |
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| **1** | **Introduction** |  |  |
| 1.1 | CW set out the purpose of this committee was to be a recognised representative body for the communities (private residents/owners and business residents/owners) situated in Hilfield Lane (including the Ridings), Pegmire Lane, Summerhouse Lane, those houses to the left of Hilfield Lane on the B462 in Hartspring Lane and the Winfield Mobile Homes off Hartspring Lane. This will be referred to as “The Area”. |  |  |
| 1.2 | Its purpose is to canvass the views across the whole community and act as an “authority” to get their point across and hopefully seek remedial action where appropriate and possible. |  |  |
| 1.3 | CW explained that the committee would use all viable means at its disposal to a) publicise its existence to the community; b) establish means whereby the community could liaise with the committee; c) communicate via the public Notice Board on the Green by The Three Compasses and allowing those willing to be added to the PGRA E Mail communication; d) Be conscious of anyone who does not have electronic communication capabilities by providing a personal visit or letterbox drop. |  |  |
| **2** | **Creating A Constitution.** |  |  |
| 2.1 | CW passed over to PE who had kindly agreed to attend to advise the Committee how best to establish itself with relevant authorities as a recognised, authoritative body. |  |  |
| 2.2 | The most important part was that the PGRA should have a Constitution. To this effect, PE kindly agreed to E Mail MS with a copy of the Letchmore Heath constitution | PE | ASAP |
| 2.3 | MS will use the above as a basis for the PGRA Constitution. MS will E Mail all committee members with his proposed draft for our Constitution. | MS | Within 7 Days of receipt from PE |
| 2.4 | PE also agreed to E Mail MS with all relevant contact details for County and local authorities that we may wish to communicate with. | PE | ASAP |
| 2.5 | PE explained that it was good practice to record and retain notes of meetings held. There should also be an AGM where officers are appointed (or re-appointed subject to agreeing the Constitution) and Committee membership reviewed.  It was noted that PGRA did not intend to seek nor hold funds, so there would be no need to create a bank account nor appoint an accountant to review annual accounts. |  |  |
| 2.6 | Those present thanked PE for giving up his time and providing such useful advice and guidance. |  |  |
| **3** | **Naming Our Committee** |  |  |
| 3.1 | It was unanimously agreed that our committee should be called the “Patchetts Green Residents Association” PGRA. |  |  |
| **4** | **Appointing Officers.** |  |  |
| 4.1 | Whilst CW would be a committee member, his role as APC counsellor compromised his standing as Chairman or Secretary of the PGRA |  |  |
| 4.2 | MS was appointed, and agreed to act as Chairman. |  |  |
| 4.3 | DB was appointed and agreed to act as Secretary. |  |  |
| **5** | **Matters Arising** |  |  |
| 5.1 | **BESS:** The proposed lithium battery plant is the biggest threat and concern to the area. Alarmingly, it was reported that Herts CC had decided that the developers would not need to provide an Impact Assessment Report to accompany their planning application. This, despite this proposed battery plant being significantly more dangerous and creating more negative effects than the Solar Panel proposal – which the County Council did indeed demand an Impact Assessment from!  This is amazing, given the incredible impact this plant would have on the local community in terms of fire risk, potential difficulty in obtaining household insurance and environmental destruction.  It was agreed that MS would draft a letter requesting an explanation as to why the County Council felt an Impact Assessment was unnecessary. This will be circulated around the committee for comments and ultimate approval before being sent to the appropriate Department in Herts CC.  PE would send MS contact details for the appropriate department/person to send this letter to. | MS  PE | By 8 Nov |
| 5.2 | Other subjects which would no doubt be raised for future consideration included the poor state of the roads (potholes), inconsiderate parking, speeding through the lanes, the playground area on the green in The Ridings. |  |  |
| **6** | **Meeting Frequency** |  |  |
| 6.1 | It was decided that meetings once a quarter should be sufficient, but obviously should a significant event arise (like the application submitted for the BESS) an emergency meeting could be called. |  |  |
| 6.2 | These meetings will routinely take place in January, April, July, and October of each year. The January meeting will also host the Annual General Meeting. Members will not attend the 3 quarterly meetings in April, July and October, but will be invited to attend the AGM held prior or post our January meeting. |  |  |
| 6.3 | The next meeting was set for 11 January 2024, venue to be confirmed nearer the date. For the avoidance of any doubt, this meeting will not be an AGM. | ALL | 11 Jan 2024 |
| 7 | **Membership of PGRA** |  |  |
| 7.1 | All owners within The Area are eligible to join the PGRA, one member per household or business entity. Members can appoint a proxy to vote and/or attend an AGM on their behalf by informing the secretary in writing with at least 5 days’ notice. |  |  |
| 7.2 | Members can contact the Committee or any one of the Committee members to request attention be made to a matter of concern, or express their view, using the E Mail address being created below in 8.1 |  |  |
| 7.3 | Membership will be free of charge. Request for membership should be made in writing to the E Mail address in 8.2 below, confirming name, home/business address, E Mail and if the member wishes to be part of the Whats App Group we will create their mobile phone number. |  |  |
| 7.4 | Bearing in mind that the PGRA does not have any funds membership will be canvassed by communication via the Patchetts Green Whats App group, word of mouth, use of the notice board on the Green outside The Three Compasses, and if possible via a leaflet to be delivered door to door to as much as The Area we can reach. |  |  |
| 8 | **Communications** |  |  |
| 8.1 | An E Mail account will be created by CW for the use of, and for the communication between, the Committee and members | CW | ASAP |
| 8.2 | We need a volunteer to be the administrator of the PGRA Whats App group, which will involve adding and deleting members as necessary | ALL | ASAP |