

**MINUTES OF THE DARRAS HALL ESTATE COMMITTEE
MONTHLY GENERAL MEETING
HELD ON MONDAY, 06 NOVEMBER 2017
AT 19:00 HOURS IN THE ESTATE OFFICE**

Present:

Mr A Mate (Chairman)	
Mr D Brown	Mr A Pile
Mr A Gilchrist	Mr J Scott
Mrs S Hill	Mrs C Thompson
Mr S Hughes	Mr A Tucker
Mrs S Jaidka	Mr G Wright
Mr A Malhotra	

1. **Apologies for Absence:**

Apologies for absence were received from Mr J Myers, Mr S Savin and Mr M Welford.

2. **Minutes of Previous Meeting:**

The minutes of the previous meeting held on Monday 02 October 2017 were signed as correct.

3. **Matters Arising from Minutes of Previous Meeting:**

Best Practice List of Criteria

Mr Savin and Mr Welford have had a meeting to discuss this and will be providing some written information as soon as possible.

Major Structural Developments

Mr Mate and Mrs Woodall to discuss this matter further.

Broadway Medical Practice

This matter has been investigated with Mr Morgan, Solicitor who has informed the Committee that there is nothing in the Trust Deed to prevent a private clinic being run from Broadway Shopping Centre.

4. **Planning Applications:**

Please refer to Plans minutes.

5. **Financial Report:**

The Financial Report was circulated for the Committee's perusal. Mrs Duffy reported that we are running at 80% of our budget which is hopefully correct with the remaining expenditure until the end of 2017. It was agreed that 2 Station Cottages receive a replacement oven and hob, which is broken, together with obtaining a quote on rectifying the condensation/damp issue within the property. It was agreed that the Committee use the same company who installed equipment in 3 Station Cottages.

6. **Letters Received and Any Other Business:**

47 Woodside

A suggested meeting between the owners of the above property and neighbours has proved to be unsuccessful. The Estate office continues to receive complaints about indiscriminate parking, however, the owners dispute this. This matter is pending.

HB Opticians

A letter has been received informing the Committee of their application for change of use of the second floor at the above premises into a Beauty Salon.

Broadway Shopping Centre

Mr Tucker told the Committee that he had been in contact with Knight Frank regarding the poor state of repair of the Shopping Centre and the dilapidated state of the garages to the rear. He has been informed that a legal meeting was held with the Co-op, who currently still have 6 garages within their remit, and that once these have been released back to Knight Frank, the entire lot will be demolished.

Mr Malhotra also commented that he had made contact with Mr S Mehra of Zara Commercial with regards to arranging a meeting with the Committee to discuss future plans for Broadway. His attempts to arrange this meeting had proved to be unsuccessful. Following a discussion it was agreed that the Committee would put pressure on Environmental Health regarding the horrendous state of the roadway to the rear of the shopping centre. This includes the sighting of many rats. The lease also states that there is a necessity to decorate the shopping centre every 7 years so a letter will be sent to Knight Frank.

It was decided that another attempt needs to be made to have a meeting with the owner of Zara Commercial.

Website

Mr Brown asked Mr Mate to summarise the situation regarding our current website provider following the problems encountered in late July with the website going down. Our website server has changed and cyber security has been improved to an extent that is currently as good as it possibly can be.

Mr Wright expressed concern regarding the fact that our website had no backup other than a local one that had been taken 18 months previously. This had caused an immense amount of work within the Estate Office to ensure that the website was back to its original state.

Following a discussion it was decided that more regular backups need to be taken at no extra charge and the Committee should seek tenders from other website providers.

7. **Any Other Business:**

7.1 **Sub-Committee Reports**

7.1.1 *Highways and Environmental*

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7.1.2 *Land and Property*

Mr Pile informed the Committee that 3 tenders had been received for the next stage of Bridlepath works and S B Tree Services would commence work within the next couple of weeks.

Grasslands has been cut and cleared and Natural England have agreed to pay for this.

7.1.3. *Airport Representative*

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8. **Date & Time of Next Meeting:**

Monday, 04 December 2017 at 19:00 hours.

Meeting Closed: 21:15 hours.