

**MINUTES OF THE DARRAS HALL ESTATE COMMITTEE
MONTHLY GENERAL MEETING
HELD ON MONDAY, 12 FEBRUARY 2018
AT 19:00 HOURS IN THE ESTATE OFFICE**

Present: Mr A Mate (Chairman)
Mr D Brown Mr S Savin
Mrs S Hill Mr J Scott
Mrs S Jaidka Mrs C Thompson
Mr A Malhotra Mr I White
Mr A Pile Mr G Wright

1. **Apologies for Absence:**

Apologies for absence were received from Mr A Gilchrist, Mr A Tucker and Mr M Welford

2. **Minutes of Previous Meeting:**

The Minutes of the previous meeting held on Monday 15 January 2018 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. The matter is still pending due to Committee member's workload.

Construction Management Plan

The suggestion at last month's meeting to introduce a £1,000 bond on new build dwellings was further discussed. It was agreed that the Committee cannot feasibly manage or enforce this at present and, whilst it is a good idea in theory, we need further consideration of the best way forward. This will not be an AGM agenda item.

4. **Planning Applications:**

Please refer to Plans minutes.

5. **Financial Report:**

Mrs Thompson presented the accounts which are to be included in our Annual Report. These have been checked by our Accountants, however, she welcomed any queries from the Committee.

Mrs Jaidka questioned the drop in National Insurance contributions from 2016, however, this will need to be answered by our auditors.

It was agreed that the accounts were correct and that the annual rent charge would remain the same as 2017, at £32 per annum. Mr Mate signed off the accounts.

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

Darras Hall Trustees Limited

Ryecroft Glenton have produced financial statements relating to the above and it was agreed that Mr Mate sign these as correct.

Registering Estate Owned Land

Mr Andrew Morgan, Solicitor, has a meeting in the Estate Office on 13 February in order to facilitate the registration of all estate owned land with HM Land Registry.

Galliford Try – Darras Hall Primary School

Mr Norman, Project Manager of Galliford Try (contractors at the above build) has been into the Estate Office to introduce himself and mention the fact that at the completion of works, Galliford Try contribute 2 hours per employee in work for the community. It was suggested by Mr Mate that we ask for assistance with the upkeep of the Bridlepath as no work has been done on the maintenance of pathways since 2015.

Northern Power Grid

In order to install sufficient electricity supply to the new Darras Hall Primary School, the above company need to tunnel under the highway on Old Station Court and across our car park. We have received a cheque for £250 as compensation.

Councillor P Jackson, Northumberland County Council

Following the Committee meeting with Councillor Jackson in October, we have now received an email informing us that a report, highlighting all concerns, has now been forwarded to Highways Department for their attention.

Mr White informed the Committee that he had personally contacted NCC regarding the deplorable state of roads and footpaths around the Estate. The Head of Technical Services had requested that Highways Department contact Mr White, which they had in fact done today. Mr White has been assured that pothole work will commence next week throughout the Estate, such potholes will be properly repaired and re-surfaced. He has requested further details of such work from the Council and once this is to hand, he will furnish the Committee with particulars.

Donation to Darras Hall Primary School

A letter of thanks from Darras Hall Primary School had been received for the Committee's contribution to the de-fibrillator that is to be installed.

Northumberland County Council Local Plan Update

A letter had been received from NCC inviting any interested bodies to lodge ideas and suggestions for the future County wide plan. These ideas need to be submitted by 12 March 2018.

Ponteland Leisure Centre and Ponteland Schools

The appointed contractors for the above new builds have extended an invitation to any interested parties on 19 February at Ponteland Leisure Centre between 4 and 8pm. The expected dates for completion are:-

- Schools – September 2019
- Leisure – December 2019
- Landscaping etc – September 2020

Directors of Darras Hall Trustees Limited Company

As Mr Gambles is no longer a Committee member and is currently a Director of the Limited Company, it was decided that he be replaced by Mrs Thompson, our Vice Chairman.

Chairmans Report

Mr Mate informed the Committee that he felt a change was needed with regards to the full inclusion of the Chairman's Report in our Annual Report. Following a brief discussion it was decided that a resume of topics to be covered in his Report would be published, together with the following notation:-

For those unable to attend the AGM where the Chairman's Report will be presented in full this will be uploaded to our website soon after the meeting. Email and hard copy versions will also be available by request.

Mr Mate went on to say that he felt some recognition should be afforded to the Ponteland Neighbourhood Plan Steering Group for their valiant efforts in achieving a 96% in favour vote following the referendum. The adopted Ponteland Neighbourhood Plan means that Northumberland County Council now have to take into account some of the unique elements of the Trust Deed and characteristics of the Estate when considering planning applications. It was felt that a plaque be presented to their designated representative to commemorate this achievement.

Mr Mate will present his full Chairman's Report at our next meeting on 19 March 2018.

Card Payment Machine

Mrs Ireland requested approval to purchase a new contactless card machine as the present one is not fit for purpose. The cost would be £150, plus various minimal charges also payable per transaction.

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 our tree contractor and staff had carried out one day's work on the Grasslands and he is still in the process of obtaining prices for the pathway work. Mr Malhotra will chase up his contact on this matter.

7.1.3. Airport Representative

Mr Scott reported as follows:-

- 12% passenger uplift to 5,340,000
- A Master Plan for planning development will be produced shortly
- 1 complaint from Darras Hall resident

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

Monday, 19 March 2018 at 19:00 hours in the Estate Office

Meeting Closed: 21:00 hours