

St. Peter's Neighbourhood Association Committee Meeting Minutes

Location: **Anzio House, St. Peter's.**

Date: **Tuesday 4 September, 7.00pm.**

Present: **Jon Bryan (Chair), Robert Mee (Secretary), Catherine Harris, Gwynneth Common, Paul Common, Brian Hunt, David Robinson Young**

Apologies: **Peter Thompson (Treasurer), Jude Harris, Peter Boyle, John Watts, Veronica Dunn (Cllr), Nick Kemp (Cllr), George Allison (Cllr), Stephen Douglas (Northumbria Police)**

	Item	Action
1.	<p>Opening</p> <p>The Meeting commenced at 7.00pm with Jon in the Chair, who welcomed everyone.</p> <p>The Minutes from the last meeting (01.05.2018) were approved.</p>	
2.	<p>Council</p> <p>a. Litter bins. Period of consultation completed, and the Meeting agreed to proceed to the next stages.</p> <ul style="list-style-type: none"> ➤ Heritage Litter Bins. No requests were received from any neighbourhood businesses to upcycle these to become planters. St Peter's Wharf advised that the Association there did not wish to proceed. The Meeting agreed to accommodate the following requests, with numbers of bins shown. One courtyard will receive one less bin than was requested. <ul style="list-style-type: none"> • The Ropery: 2 • Trinity Courtyard: 6 • Chandlers' Quay : 4 • Merchants' Wharf: 5 • Churchill Mews: 5 • Dobson Crescent: 2 ➤ Heritage Bins restoration. The Meeting agreed that funds be made available from the Association for the purchase of paint and this can be made available to courtyard residents for this work. ➤ New large capacity bins. Placement of bins was agreed subject to: <ul style="list-style-type: none"> • Hardstand being installed at the main bus stop for placement of a new bin. • The riverside path area between Chandlers' Quay and Merchants' Wharf is considered a greater priority for placement of a bin over the St. Peter's Wharf currently proposed. If budget does not allow for both then the former should receive the bin. 	Tbc

	<ul style="list-style-type: none"> • A large capacity bin is also requested for Trinity Courtyard riverside footpath close to the Marina Building. ➤ The Meeting discussed a programme of activities to ensure the smooth completion of these works, and these will be discussed with the Council in due course. <p>b. Traffic Management Proposal. It was agreed that the continuing precarious parking situation on Bottlehouse Street/Dobson Crescent cannot be allowed to continue in perpetuity. A proposal consultation for double-yellow line extension was made to address this perceived hazard. Discussion with Councillors required to expedite this part of the proposal. (RM subsequently advised that proposal review was in hand).</p> <p>c. Street lighting. Many of the lamp posts and fittings have been repainted. This has been very much appreciated. However, some posts appear to be rusting at ground level. It was agreed that these incidents should be reported to SSE, the Council's contractor.</p>	<p>RM/CC</p> <p>RM/Cllrs</p> <p>DRY</p>
3.	<p>Finance</p> <p>a. Robert advised that the report for the Spring Ward-aid grant had been submitted to the Council.</p> <p>b. The bank account balance was advised.</p> <p>c. Please note funding from Association funds for various neighbourhood projects was agreed upon.</p>	
4.	<p>Wellbeing & Environment</p> <p>a. Spring/Autumn Communal Area Plan. Gwynneth presented a comprehensive plan of proposed work which was reviewed and approved to action.</p> <p>b. Spring bulbs. The meeting agreed a budget from Association funds to be spent on daffodil bulbs to supplement existing planting. This will include clump-planting within the turfed areas opposite Jewsons on St. Lawrence Road.</p> <p>c. Request for Volunteer Help. The meeting agreed to assist a Rowes Mews property-owner in finding volunteers to help in tackling a problem Ivy tree.</p> <p>d. Fish with Two Heads maintenance. Brian agreed to undertake the repair work on the structure and Catherine the decorative. The meeting agreed a budget from Association funds to assist with costs, likely to be paint.</p> <p>e. Autumn Litter Pick. The Meeting asked Gwynneth and Paul to organize a neighbourhood litter pick. (This has been subsequently confirmed to take place Saturday 10 November, 10am – 12 noon).</p> <p>f. Artificial turf. Consideration to be given in due course to the placement of such turf in the Marina Building area.</p> <p>g. Noise Pollution. The meeting agreed that Gateshead and Newcastle Council complaint contact details should be promoted.</p>	<p>GC/CH/ JDW/PB</p> <p>Tbc</p> <p>Tbc</p> <p>BH CH</p> <p>GC/PC</p> <p>All</p> <p>RM</p>
5.	<p>Social & Fundraising</p> <p>a. 2018 Christmas Party is planned to take place Saturday 1 December from 7pm at Merchants' Tavern. This is our main independent fundraising opportunity. Everyone to consider from whom raffle prizes might be donated.</p>	<p>All</p>

	<p>b. Christmas Advent Calendar Window Walk. It was agreed to begin recruiting business and resident volunteers who will decorate a visible window(s) in their premises in a festive and advent calendar style. 24 “day” windows and 24 volunteers are required, with one window being lit up/revealed each day from 1st December. Each day it is hoped to encourage people to walk through the neighbourhood to see each day’s new window. Robert will promote this volunteer-push through the Association’s usual media, David on his Facebook page. Jon has agreed to coordinate and produce the Window Walk.</p> <p>c. Robert advised that application to local business had been made for funding to support the environmental improvement works.</p>	RM /DRY/JB
6.	<p>Marketing</p> <p>a. A newsletter will be produced in the following month.</p> <p>b. The website and neighbourhood noticeboard are updated regularly.</p>	RM RM
7.	<p>2017/2018 Annual General Meeting</p> <p>a. This will take place Tuesday 2 October, 7pm start at Anzio House.</p> <p>b. This meeting will be promoted.</p>	RM
8.	<p>2018/2019 St. Peter’s Neighbourhood Association Committee</p> <p>a. Robert advised that this year’s Chair (Jon), Treasurer (Peter Thompson) and Secretary (himself) are standing for election</p> <p>b. He also asked that existing residential members let him know their intentions before the date of the Annual General Meeting. Local representative and business members automatically go forward to the forthcoming year’s Committee.</p>	All
9.	<p>Any other business</p> <p>a. There being no other business, the meeting closed at 8.45pm.</p>	
10.	<p>Meetings</p> <p>a. Tuesday 2 October, 7pm, Anzio House - Annual General Meeting</p> <p>b. Tuesday 6 November, 7pm, Anzio House – first 2018/19 Committee Meeting</p>	