
Rowhills Residents Association (RRA)

Annual General Meeting Minutes

Date: Wednesday, 13th November 2025

Time: 7:00 PM (Assumed)

Location: Rowhills Nature Centre

1. Welcome and Introductions

The Chairman, **John Barnett**, welcomed all attendees and opened the meeting.

Committee Members Present:

- **John Barnett** - Chairman
- **Katrina Duddridge** - Treasurer
- **Michael Chapman** - Secretary
- **John Lewis** - Member
- **Dave Everitt** - Member
- **Dean Harvey** - Member

Attendees

John and Barbara Cleden, Mark and Nicola Hopkins, Sarah Imrie, Susan Barnett, Lisa Chapman, Sarah and Alan Buttery (and others who did not sign the signing in sheet).

Chairman's Address

The Chairman emphasized that the core purpose of the RRA is the **maintenance of Rowhills Road**. He encouraged a spirit of neighbourliness, specifically asking residents to ensure hedges are properly trimmed and to pay their annual subscriptions promptly, as this is the Association's sole source of income.

2. Apologies for Absence

Apologies were received from:

- Kirk and Emma Stoll
- Di Cathcart
- Patricia O'Brian

- Shiraz and Gillian Chowdry
- Judith Massey and Graham Williamson
- Terry and Roz Croft

3. Minutes of the Previous AGM

The meeting proceeded to vote on accepting the minutes of the previous AGM.

- **Clarification:** A query was raised by Lisa Chapman regarding an entry that suggested the RRA was responsible for cutting hedges. It was **clarified that this is not the case**; hedge trimming is the responsibility of individual residents.
- **Resolution:** The minutes of the previous AGM were **approved** following the clarification.

4. Treasurer's Report (Katrina Duddridge)

The Treasurer presented a report on the Association's finances and subscription status.

- **Subscription Status (Previous Period):** Up to 25th June, 27 out of 32 households had paid their subscription. Three residents have chosen not to contribute while still benefiting significantly from the contributions of those who do pay.
- **Income:** Just over £2,900 has been received in the past 18 months.
- **Accounting Period Change:** The accounting period has been changed to align with the subscription period, both commencing on **30th June**.
- **Expenditure:** Outgoings include road repair materials (bags of Type 1), two road signs, insurance, and membership of the private roads club and Tidey and Webb. This year the RRA spent approximately £4500 on major road improvements with Tidey and Webb.
- **Accounts Visibility:** The full accounts are available in the AGM presentation on the RRA website.
- **Subscription Status (2025/26):** So far, 26 houses have paid; 6 houses are outstanding.
- **Note on Non-Payment:** While the RRA cannot force payment, outstanding contributions are often addressed when a property is sold, as the buyer's solicitors typically request an RRA contribution report.

5. Road Maintenance Report (Michael Chapman and Committee)

- **Contractor: Tidey and Webb** have been working with the RRA for 11 years. They provide a guarantee on their work, which is vital given the road's lack of proper drainage; incorrectly designed works could cause

excessive runoff. The committee expressed satisfaction and trust in their service.

- **New Road Hump:** The substantial nature of this year's new road hump was discussed. While some residents found it appropriate, others felt it was too severe. The committee confirmed the installation was intended to **moderate vehicle speed**, citing an instance mentioned by John Lewis of vehicles being seen driving in excess of 50 mph.
- **Maintenance Works (Dave Everitt):** Dave Everitt reported spending £60 and £80 on bags of Type 1 material, which he spread with the help of one other resident. He has also completed the majority of the white lining on the road, which was acknowledged by the meeting as being very effective.
- **Council Works (Dean Harvey):** Dean Harvey provided an update on the council's progress with the yellow lining at the Rowhills entrance on Upper Weybourne Lane, noting that this has helped reduce corner parking. He has also been in touch with the council regarding maintenance of the hedge along the recreation ground and replacement posts to stop vehicles from entering the recreation ground from the Rowhills side.

6. Abandoned Vehicles and Flytipping

John Barnett clarified that Rowhills is designated a **public highway that is privately maintained**.

- **Benefit:** This designation means the RRA can rely on the local authority to deal with the removal of **abandoned vehicles and flytipping**.
- **Example:** A recent case involving a car parked on the pavement with flat tyres was reported by the RRA; the owner moved the car within 48 hours of being notified by the council.

7. Toob Fibre-Optic Update

- **Wayleaves:** Shane Warden has successfully coordinated the completion of wayleaves from five residents to enable work to clear conduits to begin.
- **Timeline:** Work from Toob is expected to start **imminently**, to be followed by the roll-out of cheap fibre-optic internet.
- **Acknowledgement:** The Chairman expressed **thanks to Shane Warden** for his work on this project.

8. Annual Subscription Commencing July 2026

The Chairman called for a vote on the subscription increase for the next period to cover increases in costs.

- **Options:** An increase from the current £95 to either **£110 or £125** was presented.
- **Treasurer's View:** Katrina Duddridge advised that opting for the lower amount (£110) would likely necessitate another increase within one or two years.
- **Expenditure Clarification:**
 - John Lewis asked for a plan on how additional revenue would be spent.
 - Michael Chapman explained that the recent addition of **insurance costs** significantly cuts into available funds and that the price of road repairs has substantially increased in the ten years since the last increase in subscriptions and that an inflationary rise in the subscription would price it at £140 today, so the £125 suggestion is low.
 - The committee clarified (in response to a question from Mark Hopkins) that road spending depends on the deterioration observed over the two-year period between major roadworks, and the final spending decision is made weeks before the work commences.
 - It was explained by the committee that biennial roadworks are carried out in order to minimise the cost of mobilisation of equipment and leaves more money for actual remediation.
- **Resolution:** The Chairman called for a show of hands. The vote was **unanimously in favour of increasing the annual subscription to £125.**

9. Voting in of Officers

The Chairman proposed the re-election of the existing RRA officers for another year.

- **Resolution:** The re-election of the existing committee was **unanimously approved.**
- **Note:** No other residents volunteered to join the committee.

10. Any Other Business (AOB)

Topic	Discussion/Action Point
Working Parties	A resident requested more advance notice for working parties to allow for planning. Action: The committee acknowledged the late notice and agreed to notify residents earlier for future events.
WhatsApp Group	A question was raised on whether the group should be

Topic	Discussion/Action Point
	restricted to paying RRA subscribers. The group was noted to bring a sense of community. Action: Dave Everitt suggested polling the WhatsApp group. The committee agreed to discuss the matter further at the next committee meeting.
Tree/Hedge Clearance	A resident asked about responsibility for road clearances and hedge trimming. Clarification: The Chairman reiterated that residents whose properties contain trees encroaching onto the road are responsible for trimming them, not the RRA.
RRA Website	It was noted that the RRA Website (www.rowhills-ra.org.uk) is out of date, but does contain useful material including past AGM presentations, minutes, and Rowhills history. Action: The website needs updating.
Communications/ Newsletter	The last newsletter was distributed approximately three years ago. A comment was made that more regular communication is needed to demonstrate the committee's work. Suggestion: It was suggested the newsletter should be distributed via the website.

11. Next Meeting

The Chairman informed the attendees that the next AGM would be planned for approximately the same time next year.
