



**SSCARA STEERING GROUP MEETING
WEDNESDAY 21ST MAY 2025
MINUTES**

I. Attendance and apologies

In attendance: Kristin, Rosalind, Josephine, Soni, Liz, Rajni, Jo, Jas, Tess, Jane

Apologies: James, Cheryl, Sharon, Chris and Rajan

II. Officer Updates (5mins ea)

A. Co-Chairs

1. Church reservations

As we are now having to pay substantially more for use of the Church Hall and are volunteering our time, the team agreed to have our next meeting at The Albion and to put a nominal budget aside for that.

2. Website updates, comms via Whatsapp

a) Mindy has offered to help with the website and comms. Rosalind is happy to work with her.

ACTION: Share Mindy's details with Rosalind.

b) Josephine has uploaded the minutes of the previous meeting.

ACTION: Rosalind to get access to the website to upload minutes – then post link in Whatsapp group.

3. Kids' club

For next event, opening up the monthly litter pick with the kids to include all neighbours in our Conservation Area.

DATE: Sunday 8th June 2025

ACTION: Josephine to order high-vis jackets – 20 adults

ACTION: Soni to buy the labels – Josephine to email the logo

ACTION: Ranji – to talk to Barbers about litter pick

ACTION: Kristin - to post the litter pick date to the wider Whatsapp to invite adults too.

ACTION: Tess - to buy refreshments for litter pick day

ACTION: Rosalind - to buy 20 litter pickers



4. Template for proposals to Steering Committee

ACTION: Kristin to organise

B. Vice Chair

Nothing to report for this meeting

C. Secretary

Nothing to report for this meeting

D. Treasurer

1. Metro Bank changes complete
2. We have received a £950 award from the council. NB We must spend the money in this financial year. We have £1772.30 currently in the account.

E. Neighbourhood Watch

We need to encourage people to join it.

ACTION: Rosalind to buy 'CCTV recording in progress' stickers

F. Planning

1. Email updates from council reinstated
2. Breakout meeting: parameters and section 4
 - a) What does it mean to be in a Conservation Area? Create image banks, ideas, recommendations.

ACTION: Rajni to speak to Matt Robinson, Head of Planning to organise a sign to show it's a Conservation Area.

G. Social

1. Results of social survey
 - a) 21 people replied to the survey
2. Social calendar
 - a) Josephine would like to do the Yard Sale plus party! The team agreed that it would be nice to do something different this year, also based on the success of the street party which took place a few years ago in Parkside Road.
 - b) Wreath-making, followed by Carol Singing in December 2025: was a success last year and fairly easy to organise.
 - c) Quiz – end of March and advertise the AGM in May. Use up any leftover money for this event.

ACTION: Social sub-committee to decide on dates.

III. Discussion: shared resources

1. Shift tone of web site to be supportive.
2. Kristin asked everyone to think of a resource to create that would be useful to residents.

ACTION: Within the next month, everyone to think about what resource you could come up with

- a) List of tradespeople. (Ask residents to recommend traders.) – **Jane and Jo**
- b) Doors and windows advice - **Kristin**
- c) Gardening advice - **Liz**
- d) Local restaurants and eateries - **Josephine**

IV. AOB

A. Rehoming gazebos: 5 in total

1. Liz [1], Josephine [2], Kristin [1] and Soni [1] to house the gazebos
2. They will of course still be available for our community to use, but will be looked after by the above people.

ACTION: Soni pass over stickers to Jo to label the gazebos.

ACTION: Everyone to liaise on organising the re-homing.

B. Lime Bikes

1. Fixmystreet.com – can report Lime Bikes on this website.

ACTION: ALL to write to the Councillors about riding stolen ones on the pavement.

C. The Neighbourhood Walk

This is to be a walk up and down the street to observe what's going on and to report anything to fixmystreet as necessary.

ACTION: Kristin to set up the first one, and then it will pass to the next person etc.

DATE OF NEXT MEETING: Monday 18th August at 7pm at the Albion pub.

'To support and guide the preservation and enhancement of the St Stephen's Conservation Area.'