**Minutes FOIV Committee Meeting**

**13th January 2025, 7.00-9.00pm, Hawkwell House**

1. **Welcome (all)**
	* Present: BB, EB, CM, CP, HN, JG, KR, MR, PC, RF
	* Apologies: ADS, DB, DW, PS, NH
	* Many thanks to Hawkwell House Hotel for hosting.
2. **Minutes of the last meeting (all)**
	* Approved for release on website.

**Action:** EB (contingent on MM availability)

1. **Communication with members**
	* Website uploads approved: minutes, e-newsletter.
	* Accessing the FOIV bespoke email addresses – Chair done; add Juliette as Editor and Caroline as Member contact, take off other emails.

**Action: EB** to liaise with Montse

* + Ad hoc e-newsletter – done (EB).
	+ Feedback from members – MR mentioned positive responses to e-newsletter.
1. **Membership (CM)**
* Ca. 73 payments have come in, 26 online, 4 in cash and the remaining by bank transfers and standing orders.
* Membership database needs to be updated with this information; manager of membership database needs to be assigned and access given to PC. Chris to handover to Dave?

**Action:** **CM**, **PC** and HN to liaise on best way forward. **CM** to download a database copy to keep safe.

* Newsletter delivery: Many thanks to HN for distributing the newsletters to the deliverers, who have delivered most batches. It was discussed how labour-intensive paper newsletter deliveries are. CM and HN suggested that we should review how many are needed per year (interspersed with ad hoc e-newsletters).
* Incorrect membership payment: One member is paying monthly; it was confirmed that she has again been notified by **KR** about this mistake.
1. **Highways (NH)**
* Speed checks in the village: no results available yet.
* Upcoming road closure: communicated in e-newsletter. **KR** mentioned special thanks to Richard Muller of Abberbury Avenue for liaising with the Council.
* CPZ: Letter to residents is expected soon. The Court Place Gardens Manager is concerned about the lack of new double yellow lines in the Eastchurch/Church Way area.
* Vandalised lockkeepers car has been removed after 5 years, confirmed by **KR.**
* New signs have been put up to discourage motorised vehicles from passing between bollards into cycle/pedestrian section of Meadow Lane, gratefully confirmed by **PC**.
* Potholes: It was noted with thanks that the County have been active identifying and filling some potholes in the village.
* Review of Phil’s list – **NH** to follow up.
* Hedge and street issues: the Committee agreed these should be reported by individuals on Fix My Street and not normally by FOIV.
* Wet leaves on pavements: BB alerted FOIV that these are a hazard and cause accidents. It was agreed a suitable reminder to residents will be included in the next e-newsletter - **BB to draft.**
* Safe Travel Map: A few final suggestions have been made. It was noted that the Cycle Quickway is only the Iffley Road on the map. So, a misleading colour code was requested to be changed. There was discussion about the content of the Map and its design, with views expressed about the safety of the Thames Towpath and its inclusion in the Map, as well as comment relating to 'recommendations' of the route made or not by Homes for Students and FOIV. It was agreed that the map should, therefore, be attributed to Homes for Students “with input from FOIV”. A big thank you to **KR** for her immense efforts in putting this together.
* **KR** has since contributed this comment:  As HfS has not contributed to the Map design, KR has therefore had all reference to attribution removed from it in the interests of accuracy.

**Action:** **KR** to follow up with the designer; PC was authorised to pay £100 to the designer on receipt of an invoice.

* Other: When the Lock Keeper's car was removed from the Footpath off Mill Lane, damage was done to the old stone wall of no.15 Mill Lane by the transporter the EA hired for the job. It was agreed that NH should contact no. 15's owners, advise what we know and provide contact details of the EA's Legal Services Dept., cc. Manager present at the time. This is so the owners could request details of the transporter company and pursue a personal claim for damages against them if they so decide. It was decided that further involvement by FOIV was outside its remit.

**Action: KR** to forward contact details for the EA's Legal Services and Manager to NH.

1. **Planning (KR)**
* FOIV response to a resident’s planning appeal reg. their Boathouse construction opposite the Isis pub has been submitted. Suggestion to move it from the river edge so as not to create a precedent.
* The results of an Appeal against Enforcement by 13 Iffley Turn were due to be decided on 9th December but still not evident on the City's Planning Portal.
* An application by a Bay Tree Close resident to convert an integral garage into living space was not considered problematic, with no need for FOIV to comment.
* Court Place Gardens: Residents to arrive in Hilary term; it was agreed that a modest “celebration” for those involved in the development would be in order but only after receipt of a Biodiversity report which is still outstanding.

**Action: BB to chase.**

* Horse Field: No news.
* Cycle Track on Iffley Mead: No news.
1. **Events (all)**
* Music and Nature Event on 22nd March: PS and DW have agreed to be interviewed and Peggy’s music and nature video will be shown.
* Free tickets will be issued and donations collected.
* Sum Up Machine needed - decision was taken to replace the lost machine.

**Action CM** to purchase and PC was authorised to reimburse. Budget £120.

* Summer Event: date and location to be decided.

**Action:** MR to check availability with Hawkwell House for both June and early September.

1. **Finances (PC/MR)**
* “Primary user” of the HSBC Account still needs to be transferred.

**Action: PC** to follow up.

* **PC** confirmed that ca. £7K are in the accounts, £365 added from membership fees.
1. **Security (ADS)**
* **KR** reported incidents of break-ins at allotments and damage to a motorbike on Mill Lane by a small group of young men.
1. **AOB (all)**
* In view of the tone of numerous communications by email and in person received by a committee member, it was agreed that a Code of Conduct will be drafted for approval at the next meeting and then posted on the website to outline what can be reasonably expected in all communications from within and outside FOIV. It was noted that many organisations have such guidelines.

**Action: MR to draft**

1. **Dates of next committee meetings**
	* 10th February 2025,10th March 2025, 7th April 2025, 12th May 2025, 9th June 2025