



Heathfield Residents Association (HRA) Newsletter

News From The Board of Directors

During the Covid pandemic we could only conduct business remotely. Although this was not ideal, we still managed to respond and deal appropriately with the most important issues, as they arose. In July this year when the restrictions were eased, we had our first face-to-face meeting. This was very productive in identifying aspects of the Association where we felt improvements could be made. These are covered in this newsletter.

As some of you may be aware, in August one of our Directors, Darren Mullet, suffered a heart attack while at home on the estate. He was subsequently admitted to Papworth Hospital where he responded well to treatment. We wish him all the best for a speedy recovery. We would also like to thank those residents who assisted Darren and his family at the time. Fortunately, we have a defibrillator available at the EMG garage (which was used). Darren has been a Director of HRA for 13 years and is Chairman of the HeART charity and we hope that when he is fully recovered he will be able to continue in these roles.

Estate Risk Assessment

As part of our responsibilities for improving and maintaining the estate communal area we recently carried out a risk assessment to identify areas of concern. Six potential hazards were highlighted and where action will be taken according to the risk level. These are:

1. Identifying and removing dangerous branches/trees which may cause injury to persons/vehicles and disrupt traffic.
2. Concrete paths eroding and cracking – potential slip and trip hazard
3. Ensuring sufficient and suitable road safety measures, such as signs and markings
4. Repairing/upgrading street lighting making it safer for pedestrian during hours of darkness
5. Reducing vehicles speeding on estate roads, identifying traffic calming measures
6. Contingency measures if a road is blocked due to an accident/damage/severe weather

Numbers 1-4: Work has either started or is ongoing

Number 5: This will be reviewed over the next few months

Number 6: Subject of a more longer-term review

If any resident identifies any other area where there may be a risk please let us know.



Tree Felling

We mentioned in our last newsletter that unfortunately, the large tree on the path behind 34 Whitehall Gardens needed to be felled. We are pleased to report that in November the tree was removed (a herculean task), the stump ground down and a new path laid. This was an expensive undertaking but a much needed task.

HRA – Continuous Improvement

The Board are always examining ways in which improvements can be made in the activities and management of the Association. This also includes long term planning. At our last meeting we discussed this in detail and listed here are some of the more significant areas which we are considering:

- As part of the business plan - review projected major expenditure and the annual maintenance programme

- Produce an Annual Report for shareholders on the Association's activities (separate from Accounts)
- Consider reconvening a General Meeting (formally known as an AGM) of shareholders *
- Review the HRA service charge annually as part of the financial planning process
- Conduct a one-off shareholder survey to gauge views and opinions of HRA
- Update fully our Memorandum and Articles of Association
- Maintain a contact register of shareholders details to improve communication (see next article)
- Ensure risk safeguards are in place on the estate
- Continue our strategy for the recovery of debts, especially long-term absent landlords who cannot be traced
- Update the Deed of Covenant to ensure it is more comprehensive

* Discontinued from 2019 due to poor attendance

Shareholder Contact Details

It is desirable that HRA have current contact details of all residents/shareholders on the estate, ie email and telephone numbers. This is to ensure we can quickly alert residents to any incident; to forward documents quickly (such as this newsletter); notification of maintenance works (road closures etc); upcoming events.

A contact list is being prepared by the HRA Secretary, Tina Creek, which will be maintained in confidence and compliant with data protection. We will not release any information to third parties without the authority of the owner. Therefore, we would appreciate it if residents could inform HRA by completing the tear off 'CONTACT' page below and dropping it off at 91 Kingsway or alternatively, using the *Contact Us* page on the website. Thank you.

Data – House Sales and Debt Recovery

As of August 2021, seven houses were sold on the estate and we are pleased to welcome the new residents. There are still a further five houses which are either in the process of being sold or are for sale. The Association is also continuing its strategy of recovering unpaid fees. In the first eight months of 2021 we recovered £970.00 and further enquires are ongoing.



CONTACT DETAILS (Please complete and return to 91 Kingsway)

Full Names(s).....

House Number and Street.....

Home Phone No.....Mobile No.....

Email.....