



Heathfield Residents Association Newsletter

CHANGES TO THE HRA BOARD OF DIRECTORS

At our HRA meeting in August Tina Creek announced that she was standing down as secretary and would be resigning from the Board. Tina has been a director since 2018 and she has contributed greatly to the smooth running of the Association in her role, especially as note taker at meetings and responding to all enquiries we receive.



The other change announced at the meeting was the resignation of Tim Spicer as HRA chairman. Tim declared that he is standing down due to the increased workload of his business, although he will remain on the Board as a director in a more reduced role. Uniquely, Tim has been a director and chairman since 1987 (and during one period he was the only director). He has a wealth of experience and knowledge of the estate and has dealt with all manner of issues. The Board acknowledged his valuable contribution in this role.

The Board agreed that Colin Meehan will be appointed to replace Tim as the new chairman of the Association with immediate effect. Colin has significant experience working in major companies and will now have a responsibility to set out the future approach and the day-to day management of the association.

DO YOU WANT TO HELP OUT AS OUR NEW SECRETARY?



Now that Tina has left, we have a vacancy on the board for a secretary. Details have been published on the HRA website and local Facebook page. It is not an onerous task but a very important one and we will give all the support that is needed. If you would like more information, please contact us via the website or speak to one of the directors. Please note, you do not

have to be an HRA shareholder to undertake this role, any resident on the estate can apply.

HRA ACCOUNTANTS

We mentioned in our April newsletter that we intended to transfer to new accountants, and this has been successfully achieved with 'The Accountancy Practice' (TAP), based in Royston, now managing our accounts. (You may have noticed the new invoice statements that were sent out to shareholders in July.) The board are very pleased with the service so far and we are already making a saving in annual accountancy costs.



Following the transfer, it was agreed that the filing of our financial accounts will, in the first year, be changed and extended from 1st October 2021 to 31st Dec 2022; thereafter they will be reported as a calendar year from 1st January to 31st December (commencing 1st January 2023). The 15-month extension this year is necessary to ensure a smooth transition from RWA to TAP.

INFORMATION FOR ALL SHAREHOLDERS

As part of our communications plan, we have added some further policy statements to our HRA website www.hra-duxford.org.uk. These provide information about the estate for the benefit of all shareholders/residents. Go to Documents/Policies and Statements to view these. The current list contains:

Abandoned Vehicles	Equality & Diversity	Complaints Procedure
Estate Management	History of HRA	Privacy and Confidentiality
Contacting HRA	HRA Management	Public Nuisance

Further statements will be added in the future.

ESTATE MAINTENANCE

The directors are considering replacing the 107 wooden posts on the green areas which designate HRA land. These were installed some years ago and many of them are now rotting. It was agreed that the replacements would need to be more durable, such as composite - which is made from 100% recycled plastic - to ensure longevity. The roll out of replacements will need to be managed in the business plan as this will be a significant cost.

CHANGES TO YOUR PERSONAL DETAILS – WHY WE NEED TO KNOW

We are legally required to maintain a **Company Register** of all our shareholders and this must be kept up to date. It is important therefore that if you have changed your name, for example following a divorce, marriage etc., you must let us know in order that we can amend the Register and ensure compliance with the Companies Act.



Please also let us know if you intend changing your registered address, e.g. if you have rented the property to tenants and you no longer live at the property. Again, it is important that we have correct details in order to comply with the Companies Act. If you need to let us know please use the 'Contact Us' page on the HRA website or email: conveyancing@hra-duxford.org.uk

Look out for our next edition, which is due out in late November. This will feature all the festive events being planned by HRA and HeART for the estate.