



## **NCA Minutes**

**9th January 2024 1900hrs**

**Present:** Janice Swanson, Gaye Strudwick, William Benson, Theresa Ferguson,  
Paula Payne

**Apologies :** Suzanne Featherstone, Emilia Dabroski

Meeting began: 19.10

### **Actions from previous minutes:**

- Everyone had read the minutes and agreed to accept them.
- Matters arising to be covered in other areas of agenda.
- Discussion about use of group emails and need to always respond

**Action-** All committee members to respond to e-mails and other communications. This will ensure that the sender knows the recipients has received and read the coms and are fully engaged. **ALL**

### **Chair Update:**

- Janice took the opportunity to explain that both she and Suzanne had found that due to personal reasons it had become difficult to give NCA their full commitment so had reluctantly decided to resign.

### **Treasurer updates:**

- Everyone had received the monthly summary of accounts.
- A breakdown of the Christmas event currently shows our overall spend was £178.97, this was a good result for a large event and within the set budget. Other expenses paid out for the event were paid for by the Duchy and some of our local businesses, which went some way to keeping our outgoings low.
- It was suggested that we need more lights for next years tree.

**Action:** William to look research the costs for extra lights for next year.

**WB**

### Secretary update:

- SWOT analysis to be moved to another time

**Action:** add to next agenda

**PP**

### Events:

- Christmas Event "brush up" points raised
  - Date and some planning this time was rather last minute so needs changing for next time
  - Although there were lots of people most had left by 8.00pm
  - Miscellaneous points raised: Advertising, lights for marquees, road closures, raffle v tombola, card payments at large events, Santas grotto had a disappointing turnout.
  - **Action:** Theresa to prepare an agenda for meeting with Duchy to include Brush up and other items raised by committee members. **Done**
- TF**
- Suggest asking about use of huts for Summer Event

### Committee member updates:

#### Litter Picking

- This is going well
- Interesting responses from residents
- Problems with accumulations of cigarette butts have been passed on to Sue Cooke (ManCo) who has taken it to First Port for further action.

#### Going Forward:

- Suggestion to hold a NANSLEDAN CLEAN DAY:
  - Hire Hub – Theresa suggested Jo Ruxton to attend and give presentation about consequences of litter/Plastics in the environment.
- **Action:** Gaye to look at any costs for this event **GS**

#### Survey update:

- **Action:** Theresa to sort out latest draft and get to William for emailing out ASAP with a two week return deadline. **Done**

**TF**

- **Action:** will produce a spread sheet ready to record responses as they come in. Paula and William will help with this. **Done by William** **PP/WB/TF**

**Any other business:**

- Theresa to become signatory on bank account - William to organise **WB**
- Interim Committee Roles suggested and agreed as follows. Chair- Gaye Strudwick , Vice Chair/ Secretary - Paula Payne. Other roles unchanged.

- **Duchy Meeting Agenda Items** - New date set - 25th January

**Action:** Theresa to prepare detailed agenda to include **TF**

- Christmas event brush up **Done**

Proposed Calendar of 2024 events:- **GS/All**

- 31st March - Easter Bunny Burrow in Hub
- 17th August - Nansledan Summer Fayre
- 31st October - Halloween in the Hub
- 30th Nov - 1st Dec or 7th Dec - 8th Dec Xmas Fayre
- Later in December - Santa's Grotto in Hub
- Notice Board repair and maintenance **PP**
- Use of Parc Mengludh for farmers market **TF**
- Use of huts for other events **TF**

Misc Ideas moving forward

**Action:** all for future discussion

- Updating information sent out to new homes by sales offices **GS**
- Updating Website / Facebook **GS**
- Cashless payments at events/membership fees paid by standing order **WB**
- Clubs linked with Hub ( eg Armchair Yoga ) **TF**

- Local PSO Surgeries and information sessions in Hub
- NCA Open Day

TF  
ED/All

Next Meeting : 13th February 7.00pm Gaye's home.

Meeting closed 9.20pm.