Summary of the Meeting of the Directors of CMMC held on 8th December 2022

The purpose of these notes is to help keep residents informed of matters being dealt with by CMMC on behalf of the residents. Please do not hesitate to contact board@cholseymeadows.org should you require any further information.

Present CMMC: Directors: Zak Lee Green (ZLG), Richard McDonnell (RMD), Bruce Schofield (BS),Matt Griffiths (MG), Supporting: Catherine Else (CE),

Others present: Helen Savery (for the purposes of taking minutes)

Apologies: Chris White (CW), First Port representatives.

Following the results from the elections at the AGM and the resignation of Director Liz Irving and Carol Chaplin and the election of Bruce Schofield, the board approved the following roles of responsibility:-

Major Areas of Responsibilities		Person(s) Responsible
Ground Maintenance - Nurture, Tree Survey etc		Bruce
TV and Internet		Zak assist RMD
Finance		Richard to Budget
Social Media and Website		Catherine
Newsletter		Evaluate - who and why? Revise in Jan
Grounds improvement - neglected or worn areas projects		Bruce
Soha		Matt /Bruce
CCDT		Richard/Zak
Parish Council		Bruce / Zak
CFM		Matt & Zak

The following were also agreed:-

- Meet with SOHA in relation to their communications on engagement

- Agree to prepare formal documents for any new works proposed by the CMMC such that they can be reviewed and agreed at the monthly meetings – CE to draft a scoping document over the next few months.
- Dates of meetings – monthly for now, review in Spring if can move to bi-monthly.
- List of tender schedules to be requested from First Port
- Process for authorising work to be agreed.
- Expenditure in relation to rats and houses on Ferry Lane to be investigated.