

## Beckets Grove Phase 2 Residents Association - AGM Meeting Minutes

**Date & Time** - Tuesday 12<sup>th</sup> December 2023 at 7.30pm

**Location** - Wymondham Rugby Club upstairs meeting room (Bar Area if room in use)

1. Introduction, and taking of attendance, apologies, and meeting notes being taken by.

### *Residents Attending*

Kevin Farrow (Chairperson), Sarah Tate (Vice Chairperson), John Waller (Treasurer), Ellie Morgan (Secretary), Emma Peek, Barbara Draper, Trish Sherston, Sue Mulliner and Andy Mulliner.

### *Apologies*

Carly Smith (FirstPort), James Mulhearn (Persimmon), Gail Fordham, Claire Small, Helen Stewart, Claire Carter, Kelly Taylor, Tony Parrott, Eileen Parrott, Carly Tennent, Sandra Ringer, David White, Ian Draper and Solomon.

No response from our Management Company Director Michelle Baker (Persimmon) whose presence was requested.

### *Other Representation*

Cllr David Roberts (South Norfolk District Council)

Disappointment was expressed at the lack of presence from Persimmon and Director representation for our management company. Although a distinct lack of surprise was expressed by most.

Kevin detailed the frustration regarding the costs concerned over the last five years and what it means per month to the development. This was detailed in an email to James Mulhearn sent on Wednesday 13<sup>th</sup> December which all members were copied into.

2. Review of meeting minutes from September 2023, and any points, resolved or not being expanded upon in this meeting.
  - a. Movement of Phase 1 dog waste bin.

The Phase 1 dog waste bin has been moved to the other post. It took 10 weeks for the move to be completed which Carly from FirstPort has apologised for.

3. Outstanding issues awaiting Persimmon to rectify or answer.

Some points had received responses from James Mulhearn by email responding to September's meeting notes. These responses are included.

**JM** = Response from James Mulhearn    **RA** = Response from Residents Association

### **Lagoon Area**

- a. Removal of rubbish from pit/ditch at the end of Barnes Close.

Some materials have been removed but there is still a pallet in there and some other materials. When will these items be removed?

**JM** - Materials were removed as discussed, but we are unable to stop more materials from being taken in there by others, to make dens etc. The pallet along with anything else will be removed soon as part of the path-raising works still to do.

**RA** - We would like a date that this work will be completed by. To note the pallet was in the ditch before the initial clearance was completed.

b. Confirmed responsibility of ditch to West of site

Has there been an agreement reached over the responsibility of this ditch line?

**JM** - If this is the ditch between Becketts Grove and Elm farm, then this is not the responsibility of Becketts Grove Management Company or Elm Farm Management Company, it sits with the original land owner.

**RA** - A mistake was made in the writing of this point. It should have said West not East of the site. Current understanding is there hasn't been an agreement made with the landowner. When will this be resolved by?

c. Hibernacula Reconstruction, further issues

This has been done with 5 hibernacula installed that at last conform to what was specified in the Ecology Management Plan. There are still some issues to resolve.

We believe that a few of the projecting pipes are longer than they need to be and should either be shortened or covered to prevent future interference. One or two are also not in contact with the ground.

There is a remaining mound beside the path near the entrance to Barnes Close that was one of the first Hibernacula attempts. This potentially contains unsuitable materials like the others did but has not been removed like the others have been. Can this mound and material also be removed to allow better maintenance of this area?

Where the mounds have been removed and where additional drainage work has now been undertaken at the North West. The ground needs to be stone-picked, levelled and grassed again.

**JM** - (Responding to point prior to the one above) The hibernacula have now been re-constructed, and Josh Rose from Wild Frontier visited site during construction, and was very happy with the re-constructions that took place, and will be supplying Persimmons with written confirmation of this which will be shared with the residents association upon receipt.

**RA** - The issues raised about the mound that was not removed, and projecting pipes need to be answered. We would like a date for when this will be completed by.

d. Path flooding, the raising of path areas.

When is the path being raised and are additional drains being installed to lead to the lagoons? James said he was waiting on quotes for the drainage back in July. Cllr David Roberts said that he had been told this would be complete by the end of September, no further work has been done to date.

**JM** - The drainage works to the lagoon POS has been carried out, the path works will take place before the end of the year. Areas which have been disturbed by the drainage works and play equipment installation will be made good by the Contractor carrying out the path works.

**RA** - Persimmon or Contractor staff were inspecting the area on Tuesday and were spoken to by a Committee member. They should also be reporting back to James. Whatever has been done to try and aid drainage has not worked. It is the general opinion that it is now worse than it previously was. A sentiment that the team on site agreed with. The sceptical view would be to say that it looks like some plastic pipes have been buried to make it look like there is improved drainage with no means of the water getting to them. At the same time, the work has compacted and affected the areas of surrounding ground so that they also flood. After 24 hours of no significant rain between Sunday and Monday evening, the largest area of path flooding on top of an area of supposed buried pipe had not cleared of water. In addition, an area of the path to the North side of the path from Coldham Grove that also floods has had nothing done to it.

This needs further attention and then the path needs to be addressed. Is it possible to obtain a copy of the report on the works that have taken place?

- e. No access and warning signage.

When will warning and no access signage be installed on fencing around the three attenuation basins?

JM - This will be installed w/c 11th December

RA - As of the 17<sup>h</sup> December this has not been completed. When will it be done?

- f. Grass cutting and general condition.

This has now been done but will need to be done again before handover and possibly before depending on how much longer this all takes to resolve.

JM - Any works that are required will be picked up by the contractor doing the path works. So before the end of the year given favourable weather conditions.

RA - What is the scheduled date for the contractor to be doing this work?

### Jeckyll Road play area

- g. Flooding under equipment

What is Persimmon doing to rectify the flooding issue under play equipment and at the entrance gate?

FirstPort has stated that this is a Persimmon issue as the equipment was never adopted by them. We agree with this as the flooding issue has been repeatedly raised since shortly after the equipment was installed. When will this be rectified?

JM - I will ask FirstPort, as this was within the works that they were going to carry out.

RA - On the day of the meeting Carly from FirstPort advised that James had given authorisation for CPC to complete rectification work for Persimmon. We need to make sure that the work being completed raises the ground under the equipment and at the gate. We would like a date as to when this work is being completed.

### North West corner

- h. Play equipment installation.

Equipment has been installed, we assume a ROSPA assessment has been conducted as the equipment is open to use. Can we have a copy of the assessment?

What is being done about the ground around the equipment that doesn't have matting installed, particularly in the woodland? At the moment, most of the ground is uneven mud. Mostly sunk lower than the surrounding ground ready to retain water. As no further ground preparation has been included, by March/April this equipment is likely to be surrounded by brambles and nettles. Will Persimmon be improving the ground around the equipment to increase its use and reduce the amount of future maintenance required?

The grassed area outside the woodland has also been detrimentally affected by the equipment installation with low points retaining water and flooding. Will this be rectified?

What the guarantee period is on this equipment and its installation?

Leftover waste materials including a bag of post mix needs to be removed for the Woodland area.

JM - (Responding to point prior to the one above) Any making good works will be picked up when the contractor is on site carrying out the path raising works.

RA – Points to be answered above regarding ROSPA assessment, ground around equipment without matting and guarantee period on equipment.

## Woodland Area

### i. Removal of building materials

When will the remaining building waste be removed from the woodland area? There are still lumps of the blocks from block and beam floors in there.

**JM** - Now that vegetation has died back, Persimmons will remove any more building that is left in the woodland area, that was unseen during the summer months due to large amounts of vegetation obscuring what could be seen.

**RA** - There has been a lot of previous opportunity for this to have already been completed. We would like a date as to when this work is being completed. Cllr DR will offer support if a further date is missed.

### j. Resident building materials on the east side of the woodland.

The boundary fencing has been removed and building materials are spilling into the woodland from a resident's extension. Has this been raised as an issue with the resident? When will the building materials be moved out of the woodland area? When will the boundary fence be replaced?

**JM** - This will be taken up with the resident concerned.

**RA** - Before handover, we will need to ensure that this has been dealt with. A point was also raised about the extension that has been built on this property and its proximity to the boundary. Is there any question regarding this from Persimmon's point of view?

### k. Reoccurring issue with path surface/condition

As previously stated, there are many areas of the path that do not have enough bark on them and this is causing the ground material to be exposed again. The installation of the equipment is also causing damage to the path edges and this is likely to need readdressing. When will this be done?

**JM** - Before any handover of the woodland area, this will be looked at and rectified as necessary.

**RA** - We would like a date as to when all work will be completed.

### l. Access to the East section of woodland from Chamberlain Rise

You have now restricted access to the East section of woodland, the only access is from Brays Drive. We would like access to be created from the back of Chamberlain Rise to increase use of the space. This can be easily achieved as there is space between the trees directly opposite the entrance. It is also an access point shown on development plans with planning. When can this be completed?

**JM** - (Responding to point prior to the one above about the fence installation) I believe the fence was spoken about with Kevin on a walk round, so the residents association was aware of this before it was installed.

It was put in place to avoid members of the public coming out of the woodland to access the pathway which is not public right of way, as requested by the landowner that the path sits on.

It was added to the works that was programmed for the other issues on site, as Persimmons wanted to get as many issues/works resolved in one go as we could at the time.

(Responding to point on access from Chamberlain Rise) This is being currently being looked into.

**RA** – The fence installation was not raised on a walk-around with Kevin. It was brought up in an email. Kevin responded by asking questions and James did not reply. Communication was also sent and placed on the fence when it was being installed advising of it not being close enough to the

boundary line. This was also ignored and not responded to. We appreciate the landowner wants to reduce their liability of people accessing their private land from the woodland. However, this will not be the management company's responsibility to control going forward. Therefore, as far as the residents association is concerned the fence will not be maintained by them, the management company or FirstPort after adoption, FirstPort is also aware of this. If issues occur, then the landowner can take responsibility for maintenance and rectification.

We do want to open up access to this area of the woodland from Chamberlain Rise as detailed on plans so that this section of woodland can get more use. When can this progress from being looked at to answered?

m. Brays Drive West bridge construction issue.

Cllr David Roberts has been advised that there is concrete above the untreated timber that is supporting the sandbag wall of the bridge. We are interested to know why this doesn't appear to be the case when visually inspected. The bags appear to be supported by the timbers and there is no evidence of concrete used in the construction. If the timbers break the wall will collapse however if the space below the timbers and above the pipes was concreted in, this would be a lesser concern. Can this be done?

**JM** - The above is not quite correct as I have been told. The sandbags are filled with a concrete mix, the wood was there to support the structure while the concrete sandbags went off fully. They should not now be supporting the structure, as it supports itself.

**RA** – On investigation, the bags are filled with a mix and have gone solid. So the structure should adequately hold if the timbers that have been placed fail. This point has been adequately resolved.

## General

n. Site signage - requested, replacement, and missing signs.

Plan details where missing and damaged signage are located. Most of the private drives are not marked and some of the signs that are in place cannot be seen.

**JM** - This is being looked into, missing or damaged signs will be replaced or installed, for clarity, these would not be the responsibility of the Management Company, even when the site is fully handed over to FirstPort.

**RA** – When can a response be expected? This has already been mentioned for 6 months and James has had the plan produced for 3 months.

o. Tree replacement - timescales

When are the dead trees going to be replaced and the missing trees planted?

**JM** - These will be planted over the coming months, likely January/February.

**RA** – Point raised that tree planting in January / February is not the best time of year if you want the trees to survive this time around. It would have been better to do this earlier in 2024 as we said in June. The tree species planted may also need to be reconsidered.

p. Bird box numbers and rectification of those missed (Ecologist feedback).

Wild Frontier Ecology is awaiting confirmation of the installation location of the bird boxes they have been told were installed. They will then determine the location of the remaining boxes. James is getting back to them in June about this. When will this be confirmed with them? Does Persimmon know where the successful installations are?

**JM** - We are working with them on this, and it will be reported on, in the same documentation as the Hibernacula sign-off.

**RA** – Following regular contract with Josh Rose at Wild Frontier Ecology Kevin has been advised that James has not been in contact with them about the Bird boxes installation since June. The only communication from Persimmon has been to request the sign-off documentation from Persimmon. This documentation will not detail any bird box information as Persimmon has not provided the answers requested of them. Josh has also been in contact with Cllr David Roberts about this who also confirmed that there is no clear information that has been provided by Persimmon on bird box installation numbers and locations. Ultimately the failure to install the boxes at the time of construction has caused this. The question is that if James and Persimmon are working with Wild Frontier Ecology, we would expect there to be some response to the questions Wild Frontier Ecology has asked.

q. Street lights on Briggs Mead

Are, or will these lights be set on timers? If they are going to be on constantly can shielding be applied to them to reduce the impact of the light on residents living near or next to them?

**JM** - Streetlights should be triggered by photocell controllers, which work on light availability, turning off and on when the ambient light is bright enough or dark enough respectively. Any currently not working in that vein will be rectified.

**RA** – Answer does not clarify if the lights are on timers to switch off at night or if shielding can be applied to them.

It has also been noticed that the work on the lighting seems unfinished with plastic around the bottom of the lights.

A discussion followed on the general lack of street lighting and the dark areas of the development. Planning was the initial cause of this with Elm Farm having a different approach for some reason, possibly due to main routes to the Rugby Club. This route was repositioned due to a failed planning application on the adjoining field which has led to the street lights on Briggs Mead when the junction was changed.

r. Timescale update on Highways and Anglia Water Adoption

What is the current situation with Highways and Anglia Water Adoption?

**JM** - We are close to being given S102 approval for the sewers and pump stations on site, everything has been inspected by Anglian Water now, and the majority of remedial works have been carried out. Once we have the formal offer from Anglian Water, the roads and footways can be progressed with Norfolk County Council.

**RA** – What date is the remainder of the remedial works going to be completed and when do Persimmon expect to receive the formal offer from Anglia Water.

AW will require 6 initial and a full 12 months with no failures from the pump system. Given the frequency of failures (pump has gone down in the past month) problem free adoption seems unlikely.

s. Full handover timescale

This depends on all of the above being resolved. Based on the experience of the last 6 months and the year or more before that, I think we are kidding ourselves that we are likely to get an answer on this.

**JM** - (Responding to the point prior to the one above) Progress has been made since June, and is continuing. It is difficult to give exacting dates though. I would like to think that full handover of all areas of Management Company land could be achieved early part of next year. With Anglian Waters adopted assets being achieved in similar timescale. Then Norfolk County Councils adoption of the

roads/footways can be progressed onto their maintenance period, which is a minimum term of 6 months, and fully adopted by them in the second half of next year.

**RA** – As we have already experienced Persimmon's response and dates provided are generally open to a significant amount of change. Some things have been done since June but generally what has been done has left further issues to be resolved. The timescales given to us in June were nowhere near what was initially stated. Since September the only response we received was a week prior to this meeting. We don't anticipate things are going to suddenly change.

It is now a year since the last property was completed on the development but if we look at other developments, Oakwood Park and Phase 1 are still not fully handed over. As other residents have also highlighted and as raised in the email from Kevin on the 13<sup>th</sup> December Elm Farm as a development with houses still to sell seems to have the priority of Persimmon's attention

#### 4. South Norfolk District Council questions

##### a. SNDC vehicle anti-social behaviour process

Decision on this has been delayed by the council until the next council session in February due to wording. They wish to ensure that it encompasses all types of motorised transport including electric scooters and electric bikes.

What will be put in place is a Public Spaces Protection Order (PSPO) which will allow vehicle anti-social behaviour to be reported to the Police. As long as evidence is included the Police will be able to act on these reports.

##### b. Response and assistance with the progression of the Persimmon-based issues above.

Cllr David Roberts has advised he will continue to assist as much as possible. If enforcement can be used by SNDC then he will apply it. The difficulty remains that Persimmon are essentially the landowners until full handover. This means there isn't a direct means to make them do anything by a particular point in time.

##### c. Discuss further as required.

A question was raised about the chances of adoption by council at a later point in time, removing the need for a management company. Comment made by Kevin that with the number of developments around Wymondham with management companies in place, he felt this was unlikely. Cllr David Roberts did say that there were changes taking place at a council level that might open up the opportunity for this to be considered.

#### 5. FirstPort points to raise.

##### a. 2022 Accounts and the credit due.

This had been chased up with Carly. Since the meeting the credit payment has been made and an email sent out to all with details.

##### b. Dead tree replacement in adopted areas.

Will be addressed at a suitable point for the trees to be replaced. FirstPort aware.

##### c. Jeckyll Road play area

As noted as part of Persimmon points.



- d. Time taken for work to be undertaken.

Apologies sent from Carly regarding the slowness of work being completed. This is something she will be pushing to improve going forward.

## 6. Rugby Club

- a. Fireworks feedback and review

It was agreed that in general the Fireworks event went really well. Cars got in and out quickly and easily. There were some problems with people parking around the development and outside resident homes, but there doesn't seem to have been any long term detrimental effects. There was a point raised about Traffic Marshalls using threats of Police action and fines which would not happen. These points combined with general thanks and compliments were sent to the Rugby Club after the event.

The Rugby Club Chairperson said "There was lots of positive feedback, little negative, two emails (in addition to yours) expressing concerns and I confirm that the biggest single issue was parking on the estate where no cones were put down. We will take on board all feedback and explore ways to improve the event for next year,"

As was highlighted last year even if more roads were coned off the likeliness is the parking will just move further out to those not coned.

- b. Response to speeding issue

A resident raised an issue with speeding on the site coinciding with times and events at the Rugby Club. Essentially the resident wanted to push for the club to put traffic calming measure in place which they would not do.

As previously mentioned, any traffic calming not on plans or applied by highways has to be done after highways adoption. Highways have to authorise it but it would be the responsibility of the management company to pay for, install, and maintain any measures going forward.

The Rugby Club has addressed the speeding issue with its members. The Club president raised the issue within his annual letter sent to all members advising of the 20mph limit and asking members to ensure they follow it and are considerate of residents. It has also been mentioned in event information they send out as well.

## 7. Dog waste and speeding issue

- a. Speeding issue raised by residents.

Same as detailed on the Rugby Club point above. Although we also know that residents and couriers speeding around the site happens to a similar level. The resident also raised the point of being aware from work within parishes that speed monitoring equipment can be sourced to allow resident-operated speed control. The offer was put out for the resident to attend our meeting and take the lead on investigating this further and putting it in place as required. No further response was received.

- b. Signage applied

Following the speeding issue 6 signs were put in place advising of the 20mph limit. Another 10 will be going out. Speed monitoring is mentioned on the sign which is related to the PSPO through SNDC and the ability to report antisocial vehicle behaviour including repeat speeding.



Signage has also been put in place in four locations including the field corner to discourage the tossing of rubbish and dog waste. Some effect has been seen although the reduction could be seasonal as well.

c. Question of dog waste bins

Once the relevant areas of land have been passed over to FirstPort by Persimmon we will then get dog waste bins put in place on Phase 2. This will then be followed by general waste bins as well.

Cllr Roberts also advised of an in-place Public Spaces Protection Order (PSPO) regarding dog fouling. This enables the Police to act on reports of dog fouling where evidence is provided. Door camera and home security camera footage can be included. The capturing of a culprit's image is also allowed as in this case it is an act in the public interest. Also noted was the banning of dogs from being within playground spaces. This would apply within fenced-off spaces, or close to play equipment areas in larger spaces like Phase 1's big park.

8. Inviting residents to join BGP2RA

a. Potential property leaflet drop.

We will look to do a leaflet drop to all Phase 2 properties in the New Year to advise of the existence of the Residents Association. Members present said they would be happy to partake in distribution. Please continue to mention the Residents Association to neighbours and other Phase 2 residents.

9. AGM business

a. Brief overview of the year including activities and finances

Activities of the year have been documented in these meeting notes. Our main aim remains the same which is to ensure Persimmon do everything they need to and to get full adoption completed as soon as possible.

Currently, there are not finances to report on. However following the recommendation from Cllr Roberts we may apply for a "Go for it Grant" which is likely to require a bank account to be set up. John Waller (Treasurer), Ellie Morgan (Secretary shared role), and Emma Peek (Secretary shared role) are going to look into this further.

b. Committee members and structure. Any changes to officer roles. Any changes to the general committee members including anyone wishing to leave or join.

No changes to existing officer roles. No communication received prior to the meeting of recommendations or desire for others to take on roles. Emma Peek will become Secretary as a shared role with Ellie Morgan.

Helen Stewart is leaving General Committee, thanks to her for where she has helped to date. Claire Small and Barbara Drapper are joining the General Committee. Email and WhatsApp group will be updated accordingly.

c. Any committee constitution amendments required

We will be adding into the constitution that by being on the committee members are expected to attend at least one meeting a year and as a minimum keep us informed if they cannot attend. If a member of the committee does not keep up regular communication they will be automatically resigned from their committee role following that years AGM.

Exceptions will be made if member has not been able to attend any meetings but there has been communication throughout.

Kevin will update the constitution document, he and Sarah will sign it. The updated version will then be added to the website.

#### 10. Questions and any other business

- a. David White is a resident whose property has been affected by the Briggs Mead junction alterations. Persimmon has responded and said work will be completed when Elm Farm is closer to completion. David has been advised to get details in writing and follow Persimmon up regularly. Point raised just to log it into the meeting notes and to mention it to Cllr Roberts for future reference.
- b. Companies Secretaries on change on Companies House for Becketts Grove Phase 2 (Wymondham) Management Company Ltd. This is Persimmons connected, Fairfields who were the secretaries has changed to Innovus. It looks like Fairfields no longer exist so may have been bought out.
- c. We have had communication from a Town Councillor in Sherbourne Dorset, she has been pursuing similar issues with Persimmon there where FirstPort are also in place. Initially she thought we were further ahead with adoption.
- d. Discussion was had regarding the pathways and ice this time of year, particularly on areas shaded from the sun. This is a point covered in previous meetings at similar times of year. Liability and risk of legal action prevent salt from being spread by groups or individuals unless training and insurance are put in place. FirstPort cannot provide this service. The path material was again questioned, a point which has been previously raised. The statement then was that the correct materials and construction has been applied. If we had any strong indication that this was the case we would have to get it independently investigated and verified.
- e. Cllr Roberts advised that there has been an assessment of the flood management in the area. Areas requiring work have been identified and will be raised with landowners. We may see work being undertaken in the coming weeks and month particularly in the Downham Grove and Spinks Lane areas.
- f. Cllr Roberts also raised the Emergency Response Plan Wymondham are putting in place. This will cover a number of potential emergency situations. The Rugby Club is marked along with the High School as response centres, The interim plan will be put forward in January with the Public Plan released in February.

#### 11. Next meeting date

Dates for 2024 meetings will be the Second Tuesday of every third month starting from March. Held at 7:30pm in the Rugby Club upstairs bar area, or the upstairs meeting room if it is available.

Dates are...

12<sup>th</sup> March 2024

11<sup>th</sup> June 2024

10<sup>th</sup> September 2024

10<sup>th</sup> December 2024 (AGM)