



BICESTER PARKLAND VIEW
RESIDENTS ASSOCIATION

**Management Committee
Meeting Agenda**

To be held on: 17th January 2012

Commencing at: 7.30 pm

To be held at: No 19 Parkland Place

GF = Geoff Farmer, DM = David Maunder, SF = Simon Farmer, SR = Stuart Roach,
JP = Jack Pearson, JG = Jan Glead, BL = Beth Lancaster (OM Prop Man)

Item	Description	Action	Owner	Reference/ Papers
1.	Welcome, introductions and apologies		GF	
2.	Minutes	Approval	GF	Minutes (6/12/11)
3.	Matters arising since last meeting			
	a) Fire & Risk Assessment	Report	GF	
	b) Ventilation system	Discuss	MH	
	c) OM Governance and Regulation Group	Discuss	GF	
	d) Discussion about the name of the newsletter. Suggestions?	Discuss	All	
4.	Membership			
	a) Current membership report. Slow responses.	Report	SF	
5.	Accounts			
	a) Current balance	Report	DM	
	b) Receipts and expenditure	Report	DM	
6.	OM Property Management			
	a) GF's proposals for service charge and reserve funds accepted by OM.	Report	GF	
	b) OM intends to stick with the 4% increase to management fees.	Discuss	GF	
	c) Initial contact made with BL.	Report	GF	
	d) Tree prune completed and shrubs moved by JP/SF	Report	JP/SF	
	e) Further management fee comparisons	Report	DM	
	f) Further wall stain cleaning	Report	GF	
	g) Garden replant. Mulch completed	Report	GF	
7.	Other issues			
	a) Neighbourhood watch	Report	JG	
	b) SR's preferred tradesman idea has been promoted on the current newsletter. Any feedback.	Discuss	GF/SR	
	c) Brown bin collection	Report	JG/SF	
	d) Bin/bike store lighting suggestion	Discuss	SF/JG	
	e) BPVRA questionnaire	Report	SF	
	f) Properties for sale and to let.	Report	SF	
	i) For sale: 8, 19PP, 7WW			
	ii) Sold: 11PP			
	iii) None to let			
	g) January Newsletter. Feedback after JG's	Discuss	SF/GF/	



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	review. h) Website feedback	Discuss	JG All
8.	AOB		GF
9.	Date and venue of next meeting		GF