

SHACKLETON VILLAGE RESIDENTS ASSOCIATION

COMMITTEE MEETING

Meeting date: 11th August 2026

Venue: 12 Vale Close

Minutes

Agenda item	Actions
1. Attendees • Jules (JW), Amy (AC-N), Peter (PC), David (DC), Steve (SG), Penny (PS), Nicky (NR), Martin (MR) • Apologies from Martina (MG) and Rachel (RD)	
2. Matters arising from the actions since the last meeting: Dave has asked Amy if he can lead the Community group: a co-ordination role to ensure everything is done professionally and nothing is duplicated. Recruitment of members, stakeholder management and an overview of events.	Skills Matrix – not everybody has provided their skills for the skills matrix, and some who have, haven't recorded their "soft" skills – gardening, cake making, playing an instrument, etc. Please send your skills to PS. ALL At the General meeting it would be a good idea to ask residents whether they would be willing to volunteer for short pieces of work or events. To help run a coffee morning perhaps? Or to plant out and water some planters in the summer? SG or PS or DC

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3. Chair report MP visit: The route around the village has been planned.	MP visit: A C-N, MR and SG to have a practice run beforehand. PS to produce a briefing note, and a summary on a page for the MP to take away. MR to take photographs to accompany the summary. PS & MR to collaborate to title the photos. SG to add drains letter.
4. Vice Chair report Membership of the RA stands at 68 + the committee. (48 households) Long Marston PC is holding its next meeting on Monday 17th August. A representative of the RA has been invited. Documents which are not to share with everyone (not secret, but just not things we will publish) are to be stored on the shared drive.	SG to attend the Long Marston PC meeting.
5. Treasurer's report • Bank account: £263.84	

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• Balance The handover to Nicky is ongoing, and nearly complete.	
6. H&S lead report A generic risk assessment for committee meetings in committee members' homes has been devised by Dave.	DC to reconfigure the risk assessment form, store it on the shared drive and website, and to distribute to all committee members, for their use, as necessary.
7. Community lead report Forthcoming events: Coffee morning, litter pick, sunset walks, and an undetermined Christmas event – maybe informal carols on the green. There were some suggestions for events, but a recognition that with very few people involved, the events need to be low key. But some at least need to make money. A paradox.	PS to convene a coffee morning planning meeting
8. Communication lead report Steve has asked Cala about a number of site issues including dead tree replacements, tree safety surveys, grass cutting and	

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weed control, and maintenance of the site generally. So far he has received no response. 2 updates have been sent out to residents recently. There was discussion about the efficacy of communications via Facebook, WhatsApp, etc. There was a discussion around how big the Comms lead role is and the commitments involved. Help is needed.	
9. Finance & funding lead report	SG to pursue the grant from Marston Sicca PC
10. Infrastructure and open spaces lead report There is an issue, apparently, with drains at the Barclay/Strickland junction. Foul smells. Jetting has been carried out. Very recently a complaint to Bovis was made by a resident. As a result, the drains were pumped again on 11th August. It is thought that some drains may have been installed incorrectly. Cameras down the drains have shown a lot of rubble within drains. A letter has been drafted by the infrastructure group, to be sent to both Cala and Bovis asking for a conversation around all	The infrastructure group to send letters to Cala & Bovis, and other agencies.

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technical matters, re the drains. Several other letters are being sent to various agencies. Steve has also contacted Environmental Health and is awaiting a response.	
11. New business The forthcoming general meeting: There was discussion around whether we should hold 1 session of the meeting or 2? The committee decided that 1 would be best. Dates and times were discussed. No refreshments. Residents to be asked how they wish to be represented on several issues, particularly the SWLP.	SG to book Meon Vale Village Hall for either Monday 24th or Thursday 27th August. 7.30pm – 9.30pm. SG to lead the meeting. DC to help with the writing the risk assessment for the meeting. PS to make a poster asking for donations to the RA for use in all meetings and events, advertising posters for the meeting, and other posters for the meeting. PS to minute the meeting.
12. Any other business •	
13. Date, time and venue of the next meeting	Next meeting: Thursday 27th August, 7.30pm – 10.00pm, at 14 Hunter Close