

Tinkers Bridge Residents' Association



DATE 25th July 2024

Present: John Orr, April Towell, Heather Paterson, Neasham Galloway, David Lee (minutes), Derek Weller, Terry Weller.

Apologies: Deanna Norris, Kirsty Rennie, Rosemary O'Day, Grant, Ron

Guest: None

		Action by whom
1	Welcome John opened the meeting and welcomed every one for attending.	
2	Minutes of the previous monthly meeting Minutes were not available – secretary on holiday	
3	Chairs Report The chair has been involved in the same activities as other residents present at the meeting, so had nothing extra to report	
4	Treasurers Report The auditor has given a clear report on the TBRA accounts to Jan 2024, which was read out to the meeting. Funding has been approved but not yet received for the fun day, and the seaside trip. The seaside trip to Great Yarmouth date is changed to Saturday 31 st August due to coach availability, with a cost of £7/person. £250 from MKCC via WCC has been received for costs associated with the flower beds outside Tesco and the meeting place £500 grant from WCC is outstanding. The HealthCheck payment is not yet due as the health check has not been submitted.	
5	HealthCheck Much of the healthcheck form has been completed, and a hard copy was available at the meeting for members to add comments. The form will be completed by April and Dave. Dave to send Kirsty a list of documents he needs as attachments to that form. New this year is a requirement for a GDPR (General Data Protection Regulations) policy. Dave commented that he saw meeting GDPR as difficult for organisations like residents associations, because there are very involved with people, and frequently lack a clear delineation between what people personally know, and what data the association holds. He did think the template policy from MKCC was a very useful starting point. He gave multiple examples where TBRA had, or could easily, breach GDPR in recent days:	DL

	<ul style="list-style-type: none"> • missing a tick box had caused email addresses to be revealed to all invited to the 16 July meeting – technically a data breach • The register of attendees at TBRA needs managing as personal information • email addresses have been collected without limitations on use being declared • The completed photo permission forms of the fun day have names on them, so need to be stored according to GDPR • The address for a Community Larder delivery was on an uncontrolled sheet in the larder room • Bank account details of anyone paid by TBRA are also subject to GDPR <p>Where possible, TBRA uses third parties to store personal information, avoiding directly holding and managing such personal information. This particularly applies to bank account details, and to the mailing list for “The Bridge”</p> <p>It was agreed that Heather, as event co-ordinator, would use papers documents which she would securely store for any event information covered by GDPR.</p> <p>It was proposed by Heather that a subgroup of three officers of the association should customise the MKCC GDPR template to the specific requirements of TBRA, and this should be submitted with the healthcheck without having to come back to a full TBRA meeting. This was carried unanimously.</p> <p><i>Post meeting note: Policy now on web site, approved by Chair, Vice-Chair, and Secretary</i></p>	Agreed by all.
6	<p>Events / Funding</p> <ul style="list-style-type: none"> • The Quiz night was very successful, making £470 • The Fun Day was very successful, with food running out so extra food being bought from money raised at the event. • The seaside trip is now to Great Yarmouth, £7 a seats. Deanna will sell seats on her return from holiday, and require a deposit for all seat bookings. Deanna and Callie, as organisers, do not pay for their seats. • Bingo is planned for August and September • Woughton is 50 in September, held in Netherfield, this is for the whole of WCC, TB will do baked potatoes on a BBQ. Neasham said he had 2 camping stoves which could be used. TBRA will not do teas and coffees • Pumpkin carving will be done under Community Fridge all halloween season • Funding confirmation <ol style="list-style-type: none"> 1) We will apply to MKCC for December to Birmingham 	

	<p>Christmas Market coach trip (Sunday)</p> <p>2) We will applied to WCC for Christmas event funding. A similar arrangement to last year is likely</p>	
7	<p>Environmental Report</p> <p>The team has generally concentrated on keeping things tidy</p> <ul style="list-style-type: none"> • Men in Sheds have quoted £350 for repairs to raised beds. John to provide an alternative quote • A bed has been fly tipped in Bascote, about 10 days ago. This should be recorded on the CCTV, and the date of it appearing will allow the CCTV data to be checked. • There is £20k potentially available to the estate. A proposal for removing trip hazards (tree roots) on pavements, and for a skate park will be created • The bus stop closure is still being raised with MKCC which may result in a modified bus route, and Fred has had a response from our MP, Emily Darlington. Arriva claims the stop does not get sufficient usage – the accuracy of their data logging is disputed. As a result of the stop closure, a need for additional drop keeps for pedestrians with wheeled equipment has been highlighted, which April is taking forward. 	<p>JO</p> <p>AT</p> <p>AT</p>
8	<p>Café / Fridge / Larder</p> <ul style="list-style-type: none"> • One fridge failed and needed replacing the previous day. There is a possibility of another Community Foundation Grant for fridges • Cafe is doing very well, especially when Alisha is cooking. • Community Fridge donations have dipped, donations are being used to top up supplies • David Lee is on the insurance for the WCC van, so able to do collections for the Fridge in it. • Food Connect is not always managing the collections – last week we did 6 extra collections. • There are 5 new Community Larders due to oepn, including one in Netherfield. • Our larder membership is slowly increasing, but limited to residents of our estate. We had 6 new members last week. • We plan to partner with a Bletchley school for autistic children, allowing them to help on Fridays at the meeting place from September. We already have Angel helping successfully on Fridays. 	AT
9	<p>Newsletter (Sian)</p> <p>The next 'Bridge' edition should include</p> <ul style="list-style-type: none"> • WCC Chairs awards received by Tyler, Wesley's carer, and 	Sian

	<p>Cheryl</p> <ul style="list-style-type: none"> • Fun day report • future events. 																															
10	<p>TBRA policies</p> <p>The following documents were reviewed, and no changes made. They are to be signed and reviewed again at the next AGM:</p> <table border="1"> <thead> <tr> <th>Document</th><th>Revised</th><th>location</th></tr> </thead> <tbody> <tr> <td>Signed constitution</td><td>31/03/22</td><td>https://tinkersbridge.org.uk/tbra/web//docs/legal/Signed%20constitution,%20March%202022.pdf</td></tr> <tr> <td>Child protection policy</td><td>31/03/22</td><td>https://tinkersbridge.org.uk/tbra/web//docs/legal/Child%20Protection%20Policy%2031%2003%2022.pdf</td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td>Note</td><td colspan="2">The constitution specifies equal opportunities, so any request for a policy in that area should be answered by referring to section 6 of the constitution</td></tr> </tbody> </table> <p>Revision history to be updated, copies to be signed and put on website</p> <p><i>Post meeting – updated version of the above table is now</i></p> <table border="1"> <thead> <tr> <th>Document</th><th>Revised</th><th>location</th></tr> </thead> <tbody> <tr> <td>Signed constitution</td><td>July 2024</td><td>https://tinkersbridge.org.uk/tbra/web//docs/legal/Constitution%202024%20with%20code%20conduct.pdf</td></tr> <tr> <td>Child protection policy</td><td>July 2024</td><td>https://tinkersbridge.org.uk/tbra/web//docs/legal/Child%20Protection%20reviewed%202024.pdf</td></tr> <tr> <td>Data protection policy</td><td>July 2024</td><td>https://tinkersbridge.org.uk/tbra/web//docs/legal/TBRA_GDPR_policy_July_24.pdf</td></tr> <tr> <td>Note</td><td colspan="2">The constitution specifies equal opportunities, so any request for a policy in that area should be answered by referring to section 6 of the constitution</td></tr> </tbody> </table>	Document	Revised	location	Signed constitution	31/03/22	https://tinkersbridge.org.uk/tbra/web//docs/legal/Signed%20constitution,%20March%202022.pdf	Child protection policy	31/03/22	https://tinkersbridge.org.uk/tbra/web//docs/legal/Child%20Protection%20Policy%2031%2003%2022.pdf				Note	The constitution specifies equal opportunities, so any request for a policy in that area should be answered by referring to section 6 of the constitution		Document	Revised	location	Signed constitution	July 2024	https://tinkersbridge.org.uk/tbra/web//docs/legal/Constitution%202024%20with%20code%20conduct.pdf	Child protection policy	July 2024	https://tinkersbridge.org.uk/tbra/web//docs/legal/Child%20Protection%20reviewed%202024.pdf	Data protection policy	July 2024	https://tinkersbridge.org.uk/tbra/web//docs/legal/TBRA_GDPR_policy_July_24.pdf	Note	The constitution specifies equal opportunities, so any request for a policy in that area should be answered by referring to section 6 of the constitution		DL
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10	<p>A.O.B</p> <p>Welcome pack has been updated, with 10 new ones made, 6 of which have already been distributed. Residents should be encouraged to return the packs when no longer needed – add text to the pack itself, and request via other mediums.</p>	DL/ AT																														

	<p>The SHDF work has started on the trial house in Congreve.</p> <p>The renewal of the permit for the kerber van is conditional upon improving the environment around the van. It can not be allowed to have an adverse effect on usage of the meeting place.</p>	
10	<p>Next Meeting 26th September 2024</p> <p>it was agreed that there would be no August meeting</p>	