

**Corner Green Residents Society****MINUTES OF THE ANNUAL GENERAL MEETING**21<sup>st</sup> June 2004

Present: Dan Radcliffe (4), Simon Tilford (6), Mark Helm (8 – 2<sup>nd</sup> half), Mac Cochrane (10), Juliet Cairns (11), Phillip Astell (13), Biddy Macfarlane (16), Vicky Hobbs (17), Rosie & Dick Hewson (21)

Apologies for absence: from Nos 2, 7, 14, 15, 18, 20, 22, 23

Proxies: For Nos 15, 18, 20 – held by Dick Hewson

For No 2 – held by Juliet Cairns

For No 7 – held by Simon Tilford

1. Minutes of previous AGM of 12<sup>th</sup> June 2003 – agreed as accurate.

2. Matters Arising

Item 8 of 2003 AGM minutes recorded the decision that for the financial year 2003/4 the limit of expenditure which the directors were authorised to incur was to be £1,000. Proposed by Dan Radcliffe, seconded by Simon Tilford, that this should also apply in financial year 2004/5 (and be a regular AGM agenda item.) Agreed: nem.con

3. Chairman's Report

**a) Allocated Roles of Committee in the last year:** Chair - Rosie Hewson, Secretary - Stephen Peart, Works – Mac Cochrane (assisted by Simon Tilford), Treasurer – Tim Layton, Neighbourhood Watch – Mark Helm.

b) Appreciation voiced to **Stephen Peart** who resigned 26.11.03 due to living away for work. (David Howes kindly undertook task of Company Secretary)

c) Appreciation to **Gardening Committee** of Helen McCormick, Tim Layton and Stephen Peart (report v.i.) for ensuring Green looking its best

d) Satisfactory conclusion to lengthy correspondence with Ryder Ascott of 4 Pond Road who, whilst making no financial settlement) has given assurance that he will only use our service road for deliveries. (Thanks to solicitor, John Hine, for valuable advice, for no fee)

**e) Triennial repainting** started 17.5.04 – thanks to Dick Hewson for supervising painters when Mac Cochrane away.

f) Welcome to **Helen & Nigel Brookes**, new residents at No 23.

g) Congratulations to Simon and Esther of No 4 on birth of **Lucas**.

h) Appreciation to **Mac Cochane**, resigning after 3 years on committee, instrumental in resolving works issues around Corner Green in timely and effective manner

i) David Howes – acting as Company Secretary – has drawn attention to the “litigious, bullying and completely inappropriate” tone of E Mails and letters from some residents to directors who give of their time on a voluntary basis. This may deter others from standing as directors. The meeting agreed in deploring these communications and in supporting the directors.

4. Appointment of Auditors

Proposed by Phillip Astell, seconded by Dick Hewson, that Porter Garland be re-appointed, and that the Directors were authorised to set their remuneration for the coming year. Agreed: nem.con.

5. Election of Directors

Proposed by Dan Radcliffe, seconded by Juliet Cairns, that Simon Tilford, Mark Helm, Rosie Hewson and Tim Layton be re-appointed. Agreed: nem. con. Proposed by Dan Radcliffe, seconded by Simon Tilford, that Vicky Hobbs be appointed. Agreed: nem. con.

6. Treasurer's report

- a) Income from the maintenance contributions up, arrears sorted out, for which appreciation voiced
- b) *Seasons* did not raise their charge for garden maintenance. Although expenditure on gardens up from last year, not as much as budgeted for.
- c) Gardening committee expect work to be done shortly on tree next to No 18 but this will come out of next year's budget.
- d) Audit, book-keeping and production of accounts from the raw materials cheaper than expected – at £170. Total cost of audit, efficiently completed by Porter Garland, was £470.
- e) Admin costs much lower due to public liability insurance costs being lower.
- f) Creditors in balance sheet show Cator Estate charges - now paid, and two invoices to *Seasons*, one now paid.
- g) No Corporation tax to be paid this year as we are below the threshold.
- h) Anticipating next re-painting to cost in region of £40,000, up from current £33,000, propose £4 rise in monthly maintenance contributions (see 8 f) ).

#### 7. Points arising from Treasurer's report

- a) PA queried whether return from interest on funds in the deposit account was maximised. The treasurer is working on this issue.
- b) Whilst incidental gardening costs (e.g. for felling trees, stump removal etc) have been higher, the annual garden maintenance fee charged by *Seasons* has not been raised. In future, we must expect an increase on this.
- c) Mac Cochrane reported that Cost of general repairs has gone up – eg repair to the roadway, particularly behind No 19, tarmacking patches of the circular path round the Green and surface repairs around sewer cover at the rear of garage 11 cost £800. There was a rash of light bulbs on lamps round the Green blowing (cost £10 each).
- d) Electricity costs went down with better timer control.
- e) The cost of the Gilbert & Caswell survey comes under re-decorating costs.
- f) Annual fee of £385 is paid by No 62 for rights of way. Attempts to get arrears of such payment from previous owner were unsuccessful, but they may be paid by the current owner.
- g) Treasurer to approach external owner of garage next to dump for contribution to re-painting costs.
- h) Reduction in outstanding maintenance contributions due to massive effort by the treasurer.
- i) Proposed by Biddy Macfarlane, seconded by Simon Tilford, that Accounts be approved. Agreed: nem con.

#### 8. Discussion of budget

- a) Dick Hewson circulated chart (attached) about budgeting over next four years.
- b) Mac Cochrane advised that a cost will arise from replacement of the external lights to the garages which are obsolete - tenders will need to be sought.  
(NB These operate on a different circuit to the internal electricity supply which owners use at their own risk)
- c) Phillip Astell queried if future gardening expenses might have been over estimated.
- d) It was proposed by Simon Tilford, seconded by Juliet Cairns, that the sum allocated to Play Equipment costs be transferred to general reserves – Approved: 6 for, 3 against.
- e) Next year's budget chart will need to put figures on likely costs of road surface and lighting repairs and should be circulated in advance of AGM.
- f) Proposed by Dick Hewson, seconded by Simon Tilford that **monthly maintenance payment should be increased from £86 to £90 as from the August 2004 payment. Agreed: nem con.**  
(Increase may need to be larger next year).

#### 9. Gardening Committee Report (attached)

- a) Report read. Thanks to committee members, in particular Tim Layton and Stephen Peart who are resigning.
- b) Discussion on the planting, without residents' consultation, of the potentially large plane tree in the middle of the Green where the play equipment had been. It had originally been planted behind garage at rear of No 9, in replacement of the *robinia* – NB. Obligation, as conservation area, to replace felled trees. That site proved inappropriate because of likely root damage to nearby drains.

Need for quick re-siting of costly young tree. Proposed by Biddy Macfarlane, seconded by Dan Radcliffe, that if a potentially large tree is to be planted, there should be consultation with all the residents, and, if dispute, an EGM called. Agreed: 6 for, 2 against.

c) Concern voiced about the yuccas, whilst being aesthetically valuable, also being potentially dangerous to small children. Proposed by Phillip Astell, seconded by Simon Tilford, agreed with one against, that the Gardening Committee should look at the issues in relation to the yuccas and report to the directors.

#### 10. Election of Gardening Committee

Helen McCormick (20) - proposed by BM, seconded ST. Agreed: nem. con.

Nigel Brookes (23) - proposed by RH, seconded by VH. Agreed: nem. con.

Claude Perera (18) - proposed ST, seconded DH. Agreed: nem. con.

#### 11. Works Director's report (MC)

a) In addition to the undertaken repairs highlighted at 7 c), and future potential costs reported at 8 b), light bulbs on the garage fascias also needed replacement. Broken bollards around No 18 were removed.

b) At entrance to the Green, signs matching those of the Keep's will need to be erected. Tim Layton is investigating.

c) Repainting currently under way. Thanks to Mac Cochrane for his hard work. Chart of progress circulated to all residents by Dick Hewson who is now overseeing progress. Work on schedule. Concern voiced about quality of Gilbert & Caswell survey which had not identified all necessary wood repairs. However Gilbert & Caswell have been successful in getting some inferior painting work re-done. Insides of garage doors not in terms of current contract. Next time, should be. Dick Hewson has specification of paint; need to have supply in case residents want to touch up.

#### 12. Motions

a) Proposed by Mac Cochrane, seconded by Phillip Astell, (approved: 10 for, 1 against) that parking spaces on the lower car park be delineated.

b) Proposed by the MacFarlands of No 17, seconded by Phillip Astell, that there should be approved ramp access and flood prevention to the garages backing onto the railway line. This was not approved (For 2, 8 against).

c) Proposed by Mac Cochrane, seconded by Mark Helm (For 12, 0 against) that the issue of improved access and flood prevention to the garages backing into the railway line should be referred to the directors.

d) Vicky Hobbs (No 17) has sought approval to replace the upstairs wooden window assembly at the rear of her dwelling with a UPVC look-alike. No motion was passed in relation to this but it was agreed that Vicky Hobbs will discuss this with the directors who thereafter can call an EGM when all the relevant evidence for and against has been accumulated.

#### 13. Corner Green Party

Date will now be Saturday 10<sup>th</sup> September.

#### 14. Neighbourhood Watch

Mark Helm reported that the Government is withdrawing its financial support for the Neighbourhood Watch scheme, which will however continue. Continued vigilance is needed. Half term and holidays bring increased risk of garage and car break-ins.

DRF/5.7.04

