HEATHFIELDS RESIDENTS ASSOCIATION LIMITED

Minutes of the 2013 Annual General Meeting held at The Thriplow Village Hall on Monday 15th July 2013 at 19.30

Present:

Nick Baynes, Tracey Cheesewright, Dudley Chew, Barbara Chew, Martyn Corbet, Geoff Creek, Lynn Driscoll, Miles Farbridge, Austin Flynn, Robert Hale, Colin Rothwell, Tim Spicer

Lynn Driscoll held a proxy for Paul Driscoll. Austin Flynn held a proxy for Martyn Corbet

Introduction and Welcome

Tim Spicer welcomed those attending the meeting.

Chairman of the Meeting

Tim Spicer took the chair for the meeting. He explained that for the first time the meeting had the benefit of a presentation. This had been prepared by Darren Mullett.

Apologies for Absence

Apologies for absence had been received from Steve Annetts of South Cambridgeshire District Council – owners of 2 Woburn Place, Darren Mullett, Peter Sketchley, Andrew Sterecki and David Wilson

13.1 Minutes of the AGM held on the 2nd July 2012

Martyn Corbet confirmed that the minutes of the previous meeting had been distributed to all shareholders in advance of the meeting.

Martyn Corbet made a formal apology in absentia to David Wilson for inadvertently omitting his name form the list of those attending the meeting. He assured the meeting that this had not been done deliberately.

There were no comments in relation to the minutes. It was proposed by Dudley Chew and seconded by Austin Flynn that the minutes be accepted. This was agreed.

13.2 The report of the Directors and the Auditors and the audited accounts for the year ended September 2012

Martyn Corbet confirmed that copies of the report of the directors and the audited accounts of the Company for the year ended 30th September 2012 had been distributed to the shareholders. A copy of these was available to the meeting.

Tim Spicer went through the report of the directors and the audited accounts of the Company and invited questions on their contents. There were no comments.

Lynn Driscoll proposed that the report of the directors and the accounts for the year ended 30th September 2012 be accepted. This was seconded by Austin Flynn and duly accepted by the meeting.

13.3 Election of Directors

The retiring Director Darren Mullett was unanimously re-elected.

The other Director, Sabrina Melvin, was not present. It was explained that she had been co-opted onto the Board during the past year. Following some discussion she was not elected.

Martyn Corbet confirmed that he has received no nominations in respect of these vacancies. Lynn Driscoll offered to return to the Board. Her nomination was proposed by Dudley Chew and seconded by Austin Flynn. Lynn Driscoll was unanimously elected a Director of the Company.

13.4 Recovery of Service Charges on the Estate

Tim Spicer explained to the meeting that progress in this respect had been slow. It had been intended to use the services of one person specialising in private debt collection but that had come to nothing. Tim is however a member of an organisation which charges £350 plus VAT to join, it will recover debts as part of the service it provides. Once instructions are given to this organisation (CID) it will pursue all those who owe £400.00 or more. Charges for doing this will be recovered from the debtors. Martyn Corbet confirmed that presently the Company was owed some £15,000 in unpaid service charges. The utilisation of a debt collection agency was agreed by the meeting.

13.5 Request to allow use of land in Kingsway from the householders at 36 & 37 Kingsway

Martyn Corbet informed the meeting that in preparing the agenda he had made an error. The properties concerned are 36 & 37 Whitehall Gardens. Tim Spicer explained that the person who had raised this item was Sabrina Melvin. She was not present at the meeting. Consequently discussion of this item did not proceed.

13.6 Discussions on future work to be done on the estate. How it is to be financed.

Tim Spicer referred to a presentation which had been prepared by Darren Mullett. Whilst work had been done to various parts of the infrastructure on the estate more needed to be done over the next few years. Darren had itemised various probable areas of expenditure and estimated the amounts of money needed to finance the work. In so doing Darren had based the estimates on several years accounts and the expenditure shown in them.
It was stated that the service charge will have to rise in future. Whilst the Company presently has a surplus, this will not be sufficient to provide enough capital to finance the work. The work involves repair to the footpaths and the roads. Bob Hale made the point that the hedges needed cutting in places. He also referred to a tree which overhangs his property which he stated is dangerous. Martyn Corbet said he has asked the Parish Tree Warden, Bill Wittering, to look at the tree. He has declared it to be safe.
It was agreed by the meeting that the plan prepared by Darren should be followed as much as possible.

13.7 Plans for improvement of the playground and for the Open Space at Pepperslade

Tim Spicer explained to the meeting that Darren was organising a group to oversee improvements to the playground on the estate. It was also hoped to do something with the Pepperslade Open Space to make it more attractive. Darren had provided pictures of the type of equipment it is hoped to install on both the playground and the Pepperslade Open Space. Martyn Corbet explained that the Pepperslade Open Space is owned by Thriplow Parish Council and needs to be developed in conjunction with them. A sub-committee of the parish council has been set up comprising of councillors and residents to deal with the development of the Pepperslade Open Space. Funding will need to be investigated but there are some monies which may be avai

13.8 Any Other Business

Tim Spicer invited everyone present to raise any items they considered should be discussed by the meeting. Martyn Corbet said that it would be a good idea to have Heathfield Data Base. This would make the dissemination of information easier. It was agreed that this is a god idea. Dudley Chew raised the fact that the small area of land opposite his gateway is unkempt and looks unsightly. Unfortunately this is private property and not the responsibility of the Company. The owners of the property have specifically requested that they are left to maintain it themselves. Previously the contractors employed to cut the grass had automatically kept the grass on the land cut. Dudley Chew then raised the question of obstruction of the pavements on the estate. Whilst he was aware of there being problems on various parts of the estate, he did refer to one in particular. That is the fact that the caravan belonging to the owners of 98 Kingsway overhangs the footpath so as to impede the passage of people using it. Dudley produced photographs of the area. Some discussion ensued. Miles Farbridge offered to talk to the owners of 98 Kingsway and ask for the caravan to be moved from the footpath.

There was no other business.

The chairman thanked everyone for attending.

The meeting closed at 21.30 pm.

Signed ....
Chairman

Dated ....