

North Lane (Aldershot) Management Company Ltd

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Annual General Meeting

6.00pm on Friday 24 April 2015

St. Augustine's Church, Holly Road, Aldershot

Minutes

Welcome & Introduction

Dr John Koenigsberger (Chair) opened the Annual General Meeting (AGM) by introducing the Board of Directors appointed to represent North Lane (Aldershot) Management Company Ltd and the appointed managing agents, itsyourplace Ltd (IYP), who manage the day to day activities of North Lane (Aldershot) Management Company Ltd (the Management Company).

Notice Convening the Meeting

John Koenigsberger advised that there would be five elements to the formal proceedings of the AGM, with the first being to approve the Notice convening the Meeting.

This Notice was proposed by Mr S Daniel and seconded by Miss S McCaul.

Directors' Report

John Koenigsberger gave an overview of the past year's activities this being the sixth year of responsibility by elected Resident Directors.

John advised that there were 356 property owners that form and constitute North Lane (Aldershot) Management Company and for which there is a mixture of houses and apartments and who collectively are responsible for the maintenance and upkeep of all communal areas.

At an AGM held 6 years ago, 9 out of 356 property owners volunteered to conform to the legal obligations as set out at both Companies House or covenants contained with the Leases or Deeds held. In doing so, the Directors are entrusted to select and appoint sub contractors that provide these services to North Lane (Aldershot) Management Company Ltd and to benefit all members.

Effective communication to all members and the greater community is imperative. Anyone can become a Director of North Lane (Aldershot) Management Company Ltd as long as they qualify, as set out in the Memorandum & Articles of Association held. John also welcomed anyone that wanted to attend a quarterly Directors Meeting, as an observer, with a potential view to become a Director.

In addition, North Lane (Aldershot) Management Company Ltd have a dedicated website which contains useful Company information and would encourage property owners to refer to, with details being: <http://northlanealdershotmcl.co.uk/>

email
telephone
web

enquiries@itsyourplace.co.uk
01252 494400
www.itsyourplace.co.uk

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Furthermore, there is now a facebook page which can be found at:

<https://www.facebook.com/groups/woodlandwalk/>

Recently pilot meetings were held for specific areas within the development with Vixen Drive and Fawn Drive which had mixed success with 46 invites being issued, 5 property owners attended, 3 apologised and the remainder had not replied.

John wished to thank Cllrs Frank Rust, Keith Dibble and Sue Dibble for their continued support and involvement within the development which often goes unrecognised and for their attendance at the AGM.

Finally, the Directors would welcome any feedback or observations as they always welcome input from residents and members.

Service Charge Accounts

Richard Essling, of IYP, took the attendees of the AGM through the high level of the Service Charge Accounts for the Management Company for the financial year ended 31 December 2014.

Richard advised that there were for the purposes of Service Charge Accounting two elements: for the 'Estate'; and for Leasehold properties. Each member (356) makes a contribution to the 'Estate' charge which is the same for each household and each Leasehold property also has to make another separate payment for 'Leasehold' costs and Ground Rent.

Income & Expenditure 1 January 2014 to 31 December 2014

– Service Charges, receipts and interest	£155,484
– Expenditure *	£143,972
– Contribution to reserves	£ 32,178
– Net expenditure over income (from reserves) *	£ 20,666

Reserves

– Opening Reserves as at 1 January 2014	£118,363
– Closing Reserves as at 31 December 2014	£129,875

* Variances to Budget

– Tree Surgery c.£9,500, Culvert Works c.£6,000, LED Light replacement c.£4,000, Bulk Refuse Collection c.£700	
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The Service Charge Accounts were presented and proposed by Dr Le Gresley and seconded by Mr S Daniel.

Treetops Chartered Accountants Ltd was re-appointed as the Accountants for the Management Company.

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The re-appointment of Treetops Chartered Accountants Ltd was proposed by Mrs S Lavery and seconded by Mr Quiller.

A copy of the Service Charge Accounts will be distributed along with the Minutes of the AGM and if there are any queries in relation to the Service Charge Accounts for the year ended 31 December 2014 please refer to IYP for clarification.

Appointment or Reappointment of Directors

In accordance with the Memorandum & Articles of Association of the Management Company, the following Directors retired by rotation and offered themselves for re-election and following a show of hands were duly re-appointed as Directors of the Management Company:

- Dr J Koenigsberger
- Dr A Le Gresley

The ratification of the appointment as Director for Mr D Koenigsberger, Miss S Eismont and Mr C West were also approved.

The Board of Directors for the Management Company comprises the following members:

- Dr J Koenigsberger
- Mr S Smalley
- Dr A Le Gresley
- Mr S Daniel
- Miss S McCaul
- Mr D Koenigsberger
- Mr S Daniel
- Miss S Eismont
- Mr C West

Richard Essling of IYP, wished to express his gratitude to all of the Directors of the Management Company for all their tireless work, for which is often forgotten and is sometimes a thankless task. Each Director has their own skills and interest in the Management Company and provides their time on a frequent basis without reward.

Any Other Business

Ball Court – Vixen Drive

John referred to a letter that was made available at the AGM from Safer North Hampshire, Rushmoor Borough Council, dated 16 April 2015, copy enclosed with the Minutes.

This letter was issued following a meeting recent held with that of the Safer North Hampshire team, North Lane (Aldershot) Management Company Ltd, itsyourplace Ltd, Councillors, Police, RBC Planning Department and First Wessex where concern had been raised and reported via 101 (Non-emergency helpline).

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It was advised by RBC Planning Department that at the time of consent being granted to develop the Estate, amenity areas were to be provided including the ball court. As it is therefore recognised that the ball court cannot be removed at this meeting solutions were being discussed and a review of all reported calls to 101. It was evident that the reports to 101 increased over the summer months, typically between the hours of 7pm-8pm on Friday and Saturday evenings.

It was advised that any anti-social behaviour within the development and not just within the ball court is reported via telephoning 101 and providing the nature of the details. All calls to 101 are treated in confidence and will be recorded and review by professionals with any appropriate action or resources being allocated. In the event of any emergency, you are to contact the Police on 999.

Litter

It was noted that litter was evident across the development and whilst some residents are undertaking litter picking and also the grounds contractors when attending, residents are encouraged to pick up their own litter in order to maintain the aesthetics of the Estate.

Road Adoption

Whilst it was hoped that the roads would have been by now adopted unfortunately there are two street lights that are on privately owned areas and which need to be moved. Taylor Wimpey at this time are obtaining quotations to move these lights and once completed, it is hoped that Hampshire Highways will adopt the roads without any further delay.

Gardening

Mr Tony Bonner, of Oasis Landscape Gardening answered questions from the floor on the scope and scheduling of his work.

Fox Court – Lighting

It was asked by a resident of Fox Court if any additional lighting could be provide within the car park courtyard. A survey will be undertaken for possible solutions and quotations to be obtained and submitted to the Board for consideration.

Birds were observed to be nesting and whilst nesting, their nests will not be touched.

Finally, the Management Company and IYP would like to thank Local Councillors Keith & Sue Dibble and Frank Rust for their continued support and for all their lobbying that is carried out on behalf of the Management Company.

The AGM closed at 6.50pm

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