

## **Saxon Court Annual General Meeting Friday 8<sup>th</sup> December 2017**

### **1 Apologies & Welcome**

There were apologies from Mr & Mrs Bick, Mr & Mrs Yarwood and Mr Hill-Evans. The Chairman welcomed Dragan and also Leila whom was hoping to attend the meeting.

### **2 Minutes from last AGM**

The Minutes of the last AGM held on 14<sup>th</sup> October 2016 were approved.

### **3 Matters arising from last AGM**

The lift maintenance was an issue and this is being addressed with the termination of the current contract with Schindler.

Moss was an issue and the future plan is to have all the blocks cleaned, sanded and then sealed.

The external lighting was replaced with LED lights and this has proved to be a very worthwhile project. The plan is to replace the internal lighting to LED once the current stock of bulbs has been used with a payback over 2-3 years.

The Velux windows are now being cleaned, thanks to Alan for arranging this.

The internal common areas of 1-6 were also decorated during the year.

### **4 Directors report**

There had been infrequent meetings throughout the year along with good communication with EPM and advice. The hospitality of Marjorie at these meetings will be sorely missed. Thanks were expressed to the other Directors. The Chairman confirmed that he had received resignations from both Simon and Michael.

The lift had eventually been repaired at a cost of £4300.00. EPM advised that they will invoke the termination clause in the contract on 8<sup>th</sup> January 2018 giving Schindler 3 month's notice. Final costs will then be considered from three other lift maintenance contractors.

### **5 Financial Report 31<sup>st</sup> March 2017**

The Chairman advised that the accounts for the year had run pretty close to the budget for the year. The only major items of expenditure was the roof hip tile replacement and the LED lighting all of which had been funded from the reserves for the building. The reserve position closed with circa £6000.00. Costs were not accrued for the lift as final costs were not known and hadn't been invoiced.

### **6 Reserve fund position (anticipated) Future Management Charge**

Following the lift repairs of £4300.00 this substantially depleted the reserve fund. The Chairman stated that this could be reinstated by a supplementary demand to all apartments or that the best way forward would be to increase the service charge by £20.00 and pro rata for the bungalows. An inflationary increase to the service charge would add £5.00 per month so the difference would be £15.00. The meeting was asked to decide on the option or a mix of the two. The meeting agreed that by increasing by £20.00 per month would allow more funds to be put into the reserve to spend on other capital projects such as the interior and exterior decorations.

## **7 Re-Election of Directors**

With Marjorie leaving and two other Directors resigning this left just one Director on the Board. Michael Clarke was happy to stand again and Alan Millard proposed and Valerie Selby seconded.

The Chairman reported that both Alan Millard and Dragan Todorovic were both prepared to stand as Directors. Michael Clarke Proposed and Michael Lucas Seconded. EPM will send the necessary forms for completion and will arrange for the resignations with Companies House.

## **8 AOB**

Dorothy had an issue with bulbs in her flat and Michael will arrange for Kevin the electrician to have a look and if needs be provide her with a quote.

The trades buttons needed looking at as they were temperamental and EPM would ask Kevin the electrician to have a look.

The trades button times were also discussed due to the varying times the postman visits the property. It was agreed to extend this to 3.00pm, and EPM will speak with Kevin the electrician.

The bike shed had three bins within it that were hardly used and Simon possibly owned 1 or 2. The Chairman would speak to him about this.

The green bin that serves the property is not recorded under the WDC waste contract. The Chairman had found this out after discussions with them this morning. He was awaiting a call on how this is managed and whether the Council would arrange to pick it up from its location as opposed to being put at the roadside.

The Chairman reported that the garden bench serving the development was no longer repairable and that a new one would be needed. Valerie and John kindly agreed to donate their bench to this area.

The garden gate lock was not working and a new lock was needed to allow the gas meters to be read, the gate itself is also a bit loose and EPM would attend to both these issues.

There being no further business the meeting was closed.