

Tor Bryan (Residence) Limited

Minutes of the 46th Annual General Meeting of the Company held at the Parish Room at 2000 hours on 26th April 2012

Present 41 residents representing 28 houses

Apologies from absence from - Mrs Annette Ball, Pauline Dallinson, Chris Dulake, T Fuller, Gerard Bowlt, G Jennings

The Chairman Mr Ball thanked those present for attending, introduced the directors, pointed out to attendees that a plan showing the extent of the Estate common areas owned by the Company was on display and reminded all that only 1 vote per household was allowed

1. **Minutes of the 45th Annual Meeting** –The minutes were circulated prior to the meeting. No further comments made. Proposed by Paul Roberts, seconded by Roger Winter – formally agreed
2. **Chairman's Report** – had been circulated with the notice of the meeting – no further comments made. Proposed by Mr MacPherson, seconded by Mrs Bowlt that the report be formally adopted. This was agreed.
3. **Directors Report & statement of Accounts** for year ending Dec 31st 2011 – circulated prior to the meeting - Martin Taylor drew residents attention to page 6 of the report explaining the spending, also explained a substantial amount of cash held by the investment company had now been reinvested. Mr Sturmer asked about accruals and deferred income – Martin explained this could be the advanced payments of the levy but said he would check the matter and ensure a full response is provided.. No further discussion. Proposed by Mr Sturmer, seconded by Mr MacPherson – formally agreed.
4. **Election of Directors** – Mr Ball stated that no new nominations had been received, that existing directors were prepared to re-stand and accordingly the existing directors were re-elected to remain in their positions. Proposed by Paul McCann, seconded by Ian Hotchkiss –unanimously agreed
5. **Appointment of auditors** Messrs Tiffin Green & Co – proposed by Ian Collins, seconded by Clive Crosby –unanimously agreed

Special Business

6. A special resolution relating to the Estate levy proposed by the Board was tabled as follows
' That the levy due 1st January 2013 be assessed and charged for a 14 month period ending 28th February 2014 and thereafter the levy shall run from 1st March to last day of February each year.'

Residents given details of the change of date for levy payments prior to the meeting – Paul McCann asked if the financial year of the company would be changing, Martin Taylor explained that it wouldn't. Voted in by the residents with 1 against and 1 non-committal.

7. The Board proposed a further special resolution which was also tabled as follows:

'That following the introduction of the Estate website and the Directors' decision to publish both the annual Accounts and the AGM Minutes thereon, hard copies of these documents will no longer be circulated apart from to those members who specifically request them.'

Paul McCann asked that a notification be emailed to everyone to inform them that the web site had been updated with the details attached to the notification.. Voted in by the residents

Other business

8. Estate roads: Ray Ball explained Chris Dulake's absence and went on to explain about the proposed works to be carried out near to properties 46-49 and 56. He explained that the work to be carried out will cost in the region of £25,000. Mr Clark asked why the decision had been made at the present time. Martin Taylor explained briefly about the work that had been carried out previously which has appeared to be unsuccessful and what needs to be done now. Ray explained all work would be done to Highways Standard. Ray also explained that the Council had agreed to refrain from sending refuse lorries down that part of the road in future and when the work is carried out a restricted access sign will be put up. Contractors to be tendered. Issue raised about the services i.e. drainage being affected by the work. Estate map consulted which shows soil and surface water drains crossing just in front of nos. 47/ 48. Ray Ball assured residents that appropriate protection or renewal of these and any other services affected would be reviewed with the contractor when these are uncovered. The Board will also liaise with affected residents over the modus operandi since some disruption to access would be unavoidable.
9. Neighbourhood Watch – Mr Winter reported he had had no contact regarding Neighbourhood Watch incidents. He went on to explain the Neighbourhood Watch sign on the entrance to the Estate will need bolting to the lamp post. He explained there had been no beat meetings. Mr Clark raised issue of suspicious cars in the lay by at Christmas time (possible drug issue) – other than informing the police Ray Ball stressed that nothing more could reasonably be done by the residents.
10. Mr McPherson raised the issue of blocked sewage systems. Ray Ball showed the residents a letter from Anglian Water which everyone had previously received explaining the responsibilities of the water company. Properties 1-5 had had a recent drainage problem – Anglian Water had been extremely helpful. Ray explained what items shouldn't be flushed away.

Number 36 drive – Ray Ball explained that the Estate part of the drive will be reinstated and that the Company had received appropriate financial payment; the other part is at the owner's discretion.

Mr Reynolds raised the issue of the recent work that has been carried out by Network Rail with driving of piles and erection of new, larger gantries as his property had been damaged. Mr Butcher echoed issue about the size of the gantries that have been put in place and explained he had written to Eric Pickles but had received no reply yet. Though strictly speaking the issues are not germane to the Company affairs Ray Ball undertook on behalf of residents to write to Network Rail expressing dismay at various aspects of the way the

work was undertaken and the effect on Tor Bryan, in particular, the removal of an estate tree (property next to no 40)

Mr Butcher asked about the wall around number 25. He was informed that after some reflection the Board felt it inappropriate for the Company to intervene in what is a private matter between neighbours even though in visual terms the wall is an important element in the street scene.

All street lights working

Mr Williams asked about the pot hole at the entrance to the estate – he was informed that this is on highway land but that it would be filled in with the other road work to be carried out if ECC cannot be prevailed upon to do it.

Mrs O'Connell raised issue about the dam being constructed behind Margaretting She explained the details she had found out. Mr Sturmer, Mr MacPherson & Mr McCann contributed to the discussion explaining they felt it would be on very few occasions that the lagoon facility constructed would be used.

Mr Clark raised concern of how icy the alley ways get in icy conditions. Ray Ball explained that effective action would involve the acquisition and distribution of additional grit bins together with the increased 'topping up' and maintenance costs involved. The Board will consider the issue further.

Mr McPherson raised the issue of whether formal auditors need to be used – Martin Taylor responded that the issue will be looked into to establish if a light audit could be carried out. However, he emphasised that not being a chartered accountant he was not competent enough to provide accounts in the form required by Companies House and therefore the use of a professional audit firm in some form was unavoidable.

The Board were thanked by Mr McPherson, seconded by Mr Butcher

Formal meeting closed at 9.15

Raymond Ball
Chairman
..... April 2013