

Tor Bryan Residence Ltd

Minutes of the 51st Annual General Meeting of the Company held at the Parish Rooms, Ingatestone on 12th April 2017, taken by Olivia Wheeler.

Present: 28 residents, 19 houses represented

Apologies: Mr & Mrs Strachan Heppell, David Williams (No. 39), Miss H Shaw, Ian and Bam Collins, Sylvia and Peter Tollfree (No. 11), Mike and Sue Holmes (No. 52), Richard Hollox

Three board members present- apologies from Emma Burroughs, Andrew Stubley and Nick Jelley.

1. Approval of Minutes from 2016 AGM

Minutes circulated prior to the meeting and signed by the Chairman unopposed.

Proposed for approval: Mr Argent (No. 64)

Seconded: Mr Crosby (No. 59)

2. Matters arising

There were no matters arising for report.

3. Chairman`s Report

Previously circulated to all residents and taken as read. Chairman summarised the report, reminding everyone that a date for meeting the National Grid re. proposed gas mains renewal within the Estate has yet to be arranged and that there had been issues reported by Glenn and residents of disturbance along the footpath by No. 69.

Mr Sturmer (No. 49) enquired about planning permission updates and the Chairman informed him that draft plans had been received from No. 70 and are awaiting approval. Many residents were also already aware that work had started on The Lodge.

The Chairman announced that a number of trees are going to be taken down in front of No. 7 because it has been alleged that they have contributed to property damage. Replacement trees will be planted but smaller species.

Proposed for approval: Mr Sturmer (No. 49)

Seconded: Mr Argent (No. 64), followed by general approval.

4. Directors Report & Statement of Accounts

Finance Director Martin Taylor presented the Financial Report, summarising the main expenditures being Glenn, the Estate gardener.

Mr Sturmer (No. 49) questioned why payment to Glenn was less than previous year. He was assured by Martin Taylor that £12,000 is the base annual cost and last year there were roughly £3000 additional purchases on shrubs etc.

Mr Sturmer also raised a question about the investments and was concerned about stocks that have been held for a long time and do not appear to have 'performed' (for example, Sainsbury's). The Finance Director informed Mr Sturmer that we had been advised to take a passive stance but perhaps it would be worth enquiring about such investments.

The Finance Director was asked about upcoming expenditures and residents were informed that this would include expenditure on road maintenance and repair, footpaths that need sealing and replacing due to overgrown grass (this is awaiting quotations). The works by National Grid are also expected to be within this financial year but these will be zero cost to the Estate.

There were some concerns expressed about the pothole at the entrance to the estate. The Board agreed to contact a contractor to infill these but such small works are

disproportionately expensive and it may be worth waiting until the rest of the road is attended to.

With regards to the issue of overdue levies, the Board have agreed that following a reminder letter after one month and then another after two months have passed sufficient notice has been given before further action is considered.

Proposed for approval: Mr Sturmer (No. 49)

Seconded: Mr Dulake (No. 56), followed by general approval.

5. Election of Directors

All six Board members agreed to stand for re-election and are happy to continue. The Chairman requested a proposal for re-electing the current board en bloc.

Proposed by: Mr Crosby (No. 59)

Seconded: Mrs Sturmer (No. 49) and approved unanimously

6. Appointment of Auditors

The existing auditors, Messrs Tiffin & Co were reappointed.

Proposed by: Mr Sturmer (No. 49)

Seconded by: Mr Argent (No. 64), followed by general agreement.

7. Neighbourhood Watch

Roger Winter informed residents that apart from one concern about a tampered car, there were no incidents to report. There were no burglaries reported on the Estate in 2016, which could perhaps be due to the all-night streetlighting down Tor Bryan.

Mr Winter has been asked to replace two of the four Neighbourhood Watch signs on the Estate and they are on order.

Residents were also informed that the streetlights and lanterns will be cleaned in the near future to keep the Estate looking smart.

8. Shareholder Matters

The issue of parking in the layby (as previously reported to the board by No. 8) were discussed by residents. The Board were informed that it was thought to occur regularly around 6pm and it is suspected that the parking is done by parents of Newhall students and sometimes the dustmen. As the parking is only short stay, the Dulakes (No. 56) suggested a pragmatic approach is not to come across as too severe, unless it becomes apparent that the drivers concerned are taking too much of a liberty.

The Chairman suggested that residents informally monitor the layby parking situation and make a note of number plates and makes of cars seen parking there. They could then email these to the Chairman, who will check to see if any there are any recurring offenders.

Mr Dulake (No. 56) suggested that residents could have a polite word with any cars they pass parked there like he did once with a lorry. The concern here was that word could spread that Tor Bryan has an empty layby that could be used by drivers overnight undisturbed. It was recommended that the Board look into labelling the layby as private to make it clear to drivers.

A vote of thanks to the Board was proposed by Mr Sturmer (No. 49) and seconded by Mr Crosby (No. 59) and all residents.

9. Any other business

There was no other business.

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Raymond Ball
Chairman

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