

Tor Bryan Residence Ltd

Minutes of the 52nd Annual General Meeting of the Company held at the Parish Rooms, Ingatestone on 18th April 2018, taken by Clare Wheeler.

Present: 25 residents, 17 houses represented
Apologies: Mr. & Mrs. S. Heppell (No. 61), Mrs. G. Moore (No. 5), Miss. H. Shaw (No. 72), Mr. & Mrs. B. Greaney (No. 14), Mr. & Mrs. C. Crosby (No. 59), Mr. & Mrs. P. McCann (No. 30), Mr. I. MacPherson (No. 26), Mr. & Mrs. R. Winter (No. 15), Mrs. A. Sturmer (No. 49),

Five members of the Board present- apologies from Emma Burroughs

1. Approval of Minutes from 2017 AGM

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

Proposed for approval: Mr. M. Argent (No. 64)

Seconded: Mrs. D. Jelley (No. 25)

2. Matters arising

There were no matters arising for report.

3. Chairman's Report

Circulated to all residents prior to the meeting, taken as read and signed by the Chairman.

The Chairman, Raymond Ball, confirmed that as the renewal of the gas supply pipe-work on the Estate is now mainly completed, the schedule of works for the repair and maintenance to the roads and footpaths held back due to this work has now been put out to tender. The expected expenditure should be known within the next four weeks. These necessary repairs, as detailed in the Chairman's report, are partly due to disturbance by tree roots, and part encroachment onto path and road edges by frontagers grassed areas. In particular the Chairman noted that indeed, some of the footpaths are looking like a patchwork quilt! Resurfacing of some of the paths would be desirable if only on appearance terms but this is not currently proposed. The extent of repair works will be reviewed and perhaps adapted once tenders are in and costs known.

Proposed for approval: Mrs. A. Ball (No. 17)

Seconded: Mr. R. Potts (No. 21)

4. Directors Report & Statement of Account

Finance Director Martin Taylor summarised the Financial Report, which had been made available to all residents on the company's website prior to the meeting. Items to note from page 7: main turnover income is from levies, profit on the sale of investments of £13,551 (£13,469 after tax). This will be used up by investment in the roads. The Companies' investments were up from £139,612 to £149,385 and cash in the bank is up by nearly £4,000. This will provide a reasonable cushion after the road repairs. Looking at page 13, the main expense for the year was grass cutting and gardens maintenance, the street lights were cleaned, a manhole cover was replaced and the insurance broker was changed; overall a slight increase in expenditure on the previous year.

Investec manages the Company's investments and over the course of the year, 19 have gone up and the profit shown is for those sold during the year. Mr. R. Sturmer (No. 49) asked how

often Investec reports to the Company and Mr. M. Taylor confirmed that this is done on a six monthly basis and newsletters are also received throughout the year.

Proposed for approval: Mr. R. Sturmer (No. 49)

Seconded: Mr. M. Argent (No. 64)

5. Election of Directors

As no other residents have put themselves forward to join the Board, all six current Board members have confirmed that they are prepared to stand for re-election for a further year. Therefore the Chairman proposed that they be re-elected en bloc.

6. Appointment of Auditors

The existing auditors, Messrs Tiffin & Co were reappointed.

Proposed by: Mr. P. Roberts (No. 20)

Seconded by: Mrs. D. Jelley (No. 25)

7. Neighbourhood Watch

Roger Winter, our Neighbourhood Watch representative, was unable to attend the meeting but had provided the following report, which was read by the Chairman:-

“The big change over the last year has been the retirement of Colin Freeman from the role of coordinating Neighbourhood Watch groups. The effect of this has been that we now get three separate communications every week. Colin's blog continues, as does the document showing the Burglary Hotspots. In addition we now get the Crime Statistics Document, which gives more detail on individual incidents. For me this has been a revelation because I had no idea of the number and range of reported offences, some of which I find difficult to believe, for example the regularity with which trucks parked on the A12 have their fuel stolen, broken down and crashed vehicles being stolen and even the theft of a skip from the Wash Road industrial estate. Ingatestone remains fortunately comparatively unscathed.

Jane and I attended the Community Meeting with the Police at Fryerning Village Hall last night. We heard that Ingatestone is not a high crime area and that in the last month there have been 48 incidents reported with no theft of vehicles, no house burglaries and only one call about nuisance behaviour. The increase in the Police precept will lead to an increase in Police Officers in Brentwood. Two surveillance cameras are being installed on Fairfield and in the High St. These will be monitored by Brentwood Council. There is a possibility that there will be a police office of some kind at the Fire Station.

A copy of the report of the meeting written by Jane for the Parish Council was circulated by e-mail this morning. Any questions can be raised with me or Jane”

There was general surprise and curiosity expressed at the 48 reported incidents in the “low” crime area that is Ingatestone.

8. Shareholder Matters

Mr. R. Sturmer (No. 49) enquired if the Board had any plans for the gardens for the coming year in general and not just replanting needed after the works by the gas contractors; in particular, the beds near the entrance to the estate, at the rear of No. 1, which he felt are looking a bit tired and perhaps in need of brightening up. The verge adjacent to No. 7 was also of concern, where the trees that were causing subsidence issues, were removed. Mr. G.

Tarbard (No. 9) asked if the replacement trees would be of sufficient size to have an impact on the landscaping. The Chairman advised that the plan was to replant the area with large shrubs, not trees, and he would be seeking some advice from his son, a qualified commercial landscape manager. The Chairman also confirmed that we would look to install a tree root barrier near no. 7 to protect the affected house from potential damage from Estate owned trees.

With regard to the schedule of works to the roads, Mr. M. Holmes (No. 52) enquired if residents could be informed what exactly is being done and where. The Chairman advised that the repairs are mainly to footpaths that have been damaged by tree roots and grass incursion where patching or resealing required and sealing or resealing of cracks within the roads. There is also an area of the road close to No. 19 which has suffered subsidence due to trees and requires taking up and renewing.

The Chairman advised that the General Data Protection Regulations that are due to take effect on 25th May 2018, will require the Board to write to all residents seeking their permission for their details to be held on the records kept by the Company.

A vote of thanks to the Board was proposed by Mr. R. Sturmer (No. 49) and was followed by appreciative applause.

9. Any other business

There was no further business; the meeting closed at 20:23.

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Raymond Ball
Chairman2019