

MINUTES OF AN ANNUAL GENERAL MEETING OF

SANDYCOMBE PROPERTIES LIMITED

HELD ON THURSDAY 23rd OCTOBER 2019 AT 7:00PM
At Southover Church Hall, Cockshut Road, Lewes, BN7 1JH

Present:

Andrew Deans (Director) Chairman	1 Morley Close (AD)
Carol Hannah (Director) Lighting	7 Verralls Walk (CH)
Vivienne Macey (Director) Gardens & Trees	24 Cluny Street (VM)
Martin Smith (Director) hard landscape & Legal	8 Verralls Walk
Paul Williams	Hunters Management (PW)

Shareholders as per attendance list – appendix 1

Welcome and General Meeting Information

1. Andrew Deans welcomed all to the meeting and Paul Williams from Hunters, thanking the board for all their hard work over the year.

2. Signing of the Shareholders' Attendance List & receipt of Proxy Voting Forms

All shareholders present were asked to sign the attendance sheet and the proxy voting forms were handed to Paul Williams

3. Apologies for Absence were received from

Paul Benoy (Director) Finance

John Vokins

Helen Chaisson

4a. The Minutes of the AGM of 3rd October 2018 were received, considered and accepted.

- b. The accounts for the year to end March 2019 were approved by the meeting having been proposed by Basil Lindsey and seconded by Mike Kay. The Finance Director's report was presented in the unavoidable absence of Paul Benoy by the Chairman.

5. The financial report for 2018-19 and the proposed Budget were presented by the Chairman on behalf of Paul Benoy. Approval was proposed by Basil Lindsey and seconded by Mike Kay. See appendix 2 for full report.

6. Martin Smith has submitted his resignation after 9 years of being a director. Andrew Deans thanked him for his hard work over such a long period of time and he was presented with a gift as thanks. He is happy to advise on any legal questions for Sandycombe if he is able in the future. **Hilary McQueen has also submitted her resignation** and was thanked in her absence by the Chairman. **Andrew Deans announced that he would be resigning** in the late spring and a new Chairman will be elected from among the directors. This is because he is moving out of the area. The remaining existing directors were re-elected. Proposed by Angela Groves and duly seconded. A request was made to the Shareholders for nominations for new directors but none were forthcoming.

7. The re-appointment of our accountants, Friend James of 161-3 Preston Road, Brighton BN1 6AF was duly proposed and seconded and unanimously agreed.

8. Reports:

Garden and trees: Vivienne Macey presented her Garden and Tree report. She has taken over the trees from Hilary McQueen who has recently resigned. She drew the room's attention

to a clarification to the costings for the gardens and trees for the previous year which shows that they are well within budget. See appendices 3 & 4

Hard Landscaping

Martin Smith presented a precis of the report on Hard Landscaping which had been prepared by Hilary McQueen before her resignation. See appendix 5

Lighting

Carol Hannah presented her report on Estate Lighting. See appendix 6

9. Car Parking - Andrew Deans spoke on the ongoing difficult issue of car parking. There was a discussion on this issue.

An explanation was given that phase 1 properties have a garage and the right of way to them and the right to park one car on any of the forecourts but phase 2 do not. Some fringe properties have garages and the right of way to them but they do not have the right to park on the forecourts.

The board proposes to reissue Phase 1 owners with new parking permits for one car with the registration of that car on it and one visitor's permit. Those who are allowed to park should be able to park and therefore it will be fairer.

Official enforcement is not what the board wants to see on the Sandycombe estate. An email to be sent to Paul Williams regarding this.

Questions were raised regarding some people having two vehicles. Andrew explained that it has to be fair to all and therefore if there is more than one car per property then on street is the other option with a parking permit obtained from the Council.

Questions were raised regarding non-residents parking; barrier option raised but a very expensive option and it was dismissed.

The possibility of adding to or altering the current signs to include not parking unless a proper permit is displayed will be considered in the future.

Cameras were discussed but were deemed to be too expensive.

10. Extensions and Developments.

Board to ensure that building covenants are adhered to. They understand that times change and therefore the estate will adapt and change over times. Board will try and take a balanced view.

Andrew explained that every property has a covenant reference changing the appearance to property, and the board is entitled to say no if not in the interest of estate. This is different to planning permission and building regulations. He advised that if any change to the appearance or building is proposed it should be sent to Hunters for permission to be considered by the Board of Sandycombe before any works commence.

11. A.O.B.

a) Stair to Church End Car Park -The request by Southover Manor fringe properties to have the stair entrance to Church End car park improved to allow safer access for elderly and disabled residents was discussed.

It was agreed at the meeting to offer to split the cost with Southover Manor 50% each and for Hunters to put this to them and, if acceptable, to obtain quotations.

b) Gardens & weed removal – Three letters have been received by the directors giving positive feedback on the presentation of the gardens recognising that new planting across the estate is giving pleasure and providing a cared for look to the borders. In addition it was felt

that a reduction of chemicals in line with Lewes District Council was welcome and was having an effect of the estate by increasing pollinators and making a safe place for birds and other mammals such as hedgehogs. Tracy Anderson read a letter suggesting the estate adopts the Lewes District Council's policy on the use of pesticides for ground maintenance. VM agreed and said the policy could be adapted to the estate in consultation with other garden members.

In summary, where possible alternative methods of weed control would be used. This includes hand weeding, hoeing and strimming. On the garage hard standing targeted weed killers would be used.

Vivienne Macey thanked all the gardening volunteers.

c) The idea of a good neighbour scheme was suggested by Jane Goyder of 1 Annes Path. LDC money is now available to provide a survey. Details coming through post in coming weeks. Scheme to be about a good community & generally being neighbourly.

d) The fences on the estate were discussed. Some have been removed. Any complaints about messy fencing should be passed on to Hunters to write to the Shareholder.

e) Access to Minutes - Mike Fuller wished to know why it was that he could not have access to the board meetings of the Sandycombe Board and referenced the Memorandum and Articles of Association. Andrew Deans and Carol Hannah advised that although previous minutes, previous AGM and company details can be accessed by all via Companies House, these are the minutes which document things such as the filing of accounts and the appointment of directors. The Minutes of board meetings remain confidential and are kept to assist the directors in the practical running of the estate. They are not verbatim and, if they were, it would be impossible for the directors to express any opinion or hold any discussion on a matter. This was accepted.

Martin Smith was thanked by the Chairman and presented with his gift.

Meeting Closed at 8.35pm.

Appendix 1 – Shareholders attendance list
Appendix 2 – Finance Report Year ended March 19
Appendix 3 - Gardens Report
Appendix 4 - Gardens – clarification of costings
Appendix 5 – Hard Landscaping Report
Appendix 6 – Lighting Report