

**Sandycombe Properties Ltd
Minutes of Annual General Meeting Tuesday 18th October 2022 7 pm
Held at the Chapter House, Trinity Church Southover**

Present: Directors: Carol Hannah (chairman), Paul Benoy (finance), Jane Goyder (minutes), Anna Heitman,, Mike Jackson, Vivienne Macey, Hazel O'Hare
Other shareholders attending: 19

Apologies: Jo Buckley and Keith McDonald, Jo Heslop and Bruno Combelles, Grace Carswell and Gert de Neve, Jonathan Brooker and Hayley Cutting, Angela and Chris Groves, Hilary McQueen

Report from Chairman

Following her welcome to everyone at the meeting, the Chairman reminded the meeting of the quorum of 25% and the requirement for a 2/3 majority for any decision to be made. Her report covered the following:

- Hazel O'Hare was stepping down as director. She was thanked for all her work on maintaining the website, issuing car permits, work on the grounds and garden finance. A gift was given.
- One person, Dr Sue Berry, had responded to the invitation to people interested in becoming a director, restoring the number of directors to the maximum of 7. There was however room for co-option, and new members were encouraged to put themselves forward. We would particularly welcome younger shareholders to join the board. Help was particularly needed in maintaining the website which needed updating perhaps 4 times a year.
- The Directors were thanked for their hard work and keeping costs to a minimum.
- Car parks: 2 new spaces had been created in Church End car park by reducing an awkwardly placed flower bed, and 3 more spaces in the Monks Lane car park. A special thank you was given to 100% residents who moved their cars on time for the repainting of lines in these car parks.
- New residents were now given a welcome and information letter. This mentions parking permits and parking guidelines to minimise misunderstandings.
- The wooden rustic fence along the railway border had been repaired.
- The board had been pleased to give permission for the gardens to be used for a jubilee party on the green, an enjoyable community event organised by Vivienne and other residents.
- Hunters estate agents: They continue to act as mailbox for directors passing on letters and phone calls to directors. A separate email for Directors has not been deemed necessary. They also collect the service charges and deal with legal matters to do with the sale and purchase of properties of which there are many. After reviewing their charges and terms of agreement it was agreed they were giving value at the moment and we would not be asking for greater involvement in decision making.

Approval of Minutes of the AGM 20 October 2021 Proposer: Mike Fuller.
Seconder: Des Kite Agreed as correct

Accounts for the year ending 31st March 2022: report by Paul Benoy.

- Accounts had been circulated prior to the meeting.
- Income was £24,863, £1,700 less than the year before.
- Expenses were £ 24,734, an increase over last year
- there was a small surplus of £261
- Reserves of £50,000 were being held in a separate account
- Service charge: there has been a small increase this year (2022 – 23) to bring it up to the pre 2021 level. In the previous year, 2021 to 2022, reserves were considered sufficient for the moment to reduce the service charge.
- no other major expenditure was foreseen at the moment, although lamp posts would incur expenditure in the next few years.

A vote of thanks was given for Paul Benoy and the board.

Approval of the Accounts The accounts for year ending 31st March 2022 were accepted by the meeting. Proposer Paula Ertl, seconder Mike Fuller

Election of Directors

6 existing Directors, apart from Hazel O'Hare who was stepping down, were re-elected, Proposer Mike Fuller; seconder Paula Ertl
Dr Sue Berry, a new candidate, was elected. Nominated by Margaret Thorburn, seconded by Hazel O'Hare

Appointment of Friend-James Ltd as accountants and authorisation of directors to agree their remuneration

Proposed by Paul Benoy, seconded by Martin Smith. Carried.

Garden report; Vivienne Macey

- Vivienne reported on the jubilee party on the green which had been enjoyed by some 70 people including Ukrainians. There were games, food and an exercise class. Thanks were given to all helpers. A vote of thanks was given for Vivienne.
- The division of the gardens into zones was proving successful, making it easier for Chive Garden care, our contractors, to work more systematically and for us to monitor their work.
- Weather conditions had been challenging for the garden, with a cold Spring, drought and extreme heat. Mulch, compost and leaf mould from our own bins and selected watering had helped protect some plants.
- Glyphosate weed killer was only used on hardstanding in garage areas in line with local authority guidelines.
- 17 garden and tree enquiries were responded to, including trees damaged by storms.
- trees: 14 trees had been reduced in height on the railway land border, by Carlos our tree contractor. Trees were assessed every 3 years by Carlos. This year there would be work done on hedges, trimming and in-filling.

- Thanks were given to the 15 members of the gardening group who volunteered once a month. Special thanks to Des Kite, Angela Grove, and those who helped with watering, and to Sam and Marilyn in West Lodge for the use of their water.

Question from the floor: Linda Drabble reported that there had been neglected weeds on hard standing in Morley Close and weedy grass. The gardening directors will consider what action can be taken to repair the green in Morley Close.

Any Other Business

Southover Good Neighbours (SGN) Jane Goyder explained how this worked. It was a way of putting neighbours in touch when extra help was needed, whether watering the lawn, feeding the cat, putting out the bins when you are away, or shopping and errands when you are ill or out of hospital. The volunteers in Southover were all DBS checked. 6 people on the estate were currently members. All people using the scheme are asked to register first.

Lamp posts Carol Hannah

- The 25 Sandycombe lamp posts on the estate, excluding the Cluny Street lights and the lamp post on the green owned by the County Council, are due to cost the estate an increasing amount of money.
- Replacement with LED bulbs was considered, but would involve replacing the whole lantern at a cost quoted by the County Council of £23,500. However, many lamp posts were reaching the end of their use, making this an unwise expense
- Other ways of cutting the cost were to reduce the hours the lights are on for. Currently they are off for 5 hours per night. This would involve replacing a part in the lamps. An estimate was being waited for. Alternatively a lamppost could be removed if it were considered surplus to requirements
- shareholders were invited to consider the options and to let the board know of their views. Any expertise in this field would be much welcomed.

A vote of thanks was given for Carol Hannah and her dedication to her role as Chairman throughout the year

There being no other business, the meeting ended at 7.40 pm