

Applewood Court Residents (Swindon) Limited

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Registered in England No. 01664985

Minutes of the Annual General Meeting of Applewood Court Residents (Swindon) Limited held at College Court, Regent Circus, Swindon, SN1 1PZ at 6:30pm on 9 December 2014.

Present:

Mark Scott		3
David Starrett		6
Diana Morris		9, 15, 16, 17, 19, 25, 26, 35, 36
John Morris	- director	9, 15, 16, 17, 19, 25, 36
Keith Pinder		18
Mary Carling		33

Apologies:

John Grimwood	- proxy to chairman	23
Iain Kennedy-Compston	- proxy to chairman	1
Mark Simpson		
Roger Carling	- director	33

In attendance:

Gary Sumner	- Nationwide Property Lettings
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Introduction

John Morris opened the meeting and confirmed that a quorum (of at least two members) were present in person. John thanked Gary Sumner on behalf of the members for kindly providing the venue at Nationwide Property Lettings and owners present for attending and other owners for taking the trouble to return proxies and send apologies. The combined total of owners present or represented by proxy totalled 14 out of the 36 properties.

1. Receipt of Accounts

The statutory accounts for the period to 31 March 2014 had previously been made available to members via the company website. Copies were also available at the meeting.

The members present and represented by proxy unanimously agreed to receive the Financial Statements and Directors' Reports thereon for the period to 31 March 2014.

2. Directors

David Morris retires as a director by rotation in accordance with Article 89 Table A 1981 and has not offered himself for re-election. The members present thanked him for his service since 11 March 2003.

Mr Roger Carlin joint leaseholder of number owner 33 was appointed as a director during the year. Due to a prior commitment he is unable to attend this meeting. In accordance with the

Articles of Association he offers himself to re-election at the AGM. The members present and represented by proxy unanimously agreed to re-elect Roger Carlin as a director.

3. Articles of Association

It was agreed at the last AGM that a resolution be proposed at this meeting to amend the Articles of Association to remove Articles 9 a) and b). The result of which would be to remove the right of the Freeholder to vote at an AGM and to provide that every member has one vote for each share of which he/she is a holder in accordance with the Companies Act Table A Article 62.

The members present and represented by proxy agreed to the resolution. Amended Articles of Association will be filed at Companies House.

4. Freehold Purchase

Members agreed in 2003 to designate £1,000 per year rising to £2,000 in 2007 of the total Service Charges to a Freehold purchase reserve. In addition all additional money received by members who chose to pay by instalment was transferred to this fund. Furthermore between 2006 and 2013 all leasehold enquiry fees and assignment fees totalling £2,200 were donated to the fund. As at 31 March 2013 the fund stood at £29,607.20.

It was agreed at the last meeting to obtain quotes from a solicitor to pursue the purchase.

Quotes were circulated to the meeting from two solicitors specialising in freehold enfranchisement. It was agreed that the Freehold fund should continue to accrue for this year and for the next few years at the rate of £2,000 a year plus the additional money received by members who chose to pay by instalment and the interest earned on the fund used towards maintenance expenses.

Following the formal agenda

Debtors

The meeting was advised that all members have either paid their Service Charge in full or are paying agreed instalments.

Roof

During 2014 a contractor was employed to replace damaged tiles and roofing felt at the edge of the roofs as this had resulted in leaks into several of the first floor flats.

CCTV

CCTV was installed by the communal bin store in June 2012. On several occasions residents have been asked to arrange for disposal of items after being recorded on CCTV. This has led to a reduction in the cost of clearing dumped items and an improvement to the site as a whole. Furthermore images had been captured during the year of an assault on a resident and damage to property. At the last AGM members had agreed that additional cameras capable of reading number plates be installed to cover the entrance of the site to provide additional security. This work has not yet been carried out. Meanwhile, a resident in Mannington Lane has contacted the company with complaints about anti-social behaviour of *a resident at Applewood Court*. These complaints have been passed onto the Letting Agent of the property concerned. The complainant has a security business and has offered to quote for additional cameras. It was agreed that two quotes be should be obtained to install additional cameras including one capable of reading car number plates.

Railings

In 2012/13 the railings facing onto Mannington Lane were completed, these have made the site more secure. After clearing the trees at the rear of the site the remaining small section of railings was completed during the year.

Mannington House

The company had been informed that plans have been drawn up for a large extension to the rear of Mannington House. Whilst, the new fence at the rear of the site provides additional privacy from Mannington House it is understood that the extension work has been postponed.

Trees

The next routine tree inspection by an arborologist took place in 2014. The company have arranged to carry out the recommendations and this work should take place shortly.

Grounds

It was agreed that the gardener should continue the rolling program to replace shrubs that are past their best.

Signs

The site signs were repainted during the year.

Footpaths

Several of the paving slabs around the site are uneven. These were last levelled in 2008. A contractor will be engaged to level this next year. Last winter the footpaths were treated to make them less slippery when wet. This did not appear to be a problem last year and members decided that further treatment was not necessary at present.

TV system

The current TV and satellite system was installed in 2008. An amplifier had been replaced in August 2013 in block 17-24. However, the amplifiers are in individual lofts and powered by the residents power supply. This position is not satisfactory and it was agreed at the last AGM to re-site the amplifiers in the brick cupboards to allow better access and for them to be fed from the communal power supply. This work has been completed for the three blocks and block 25-36 is due to be completed tomorrow (10 December 2014).

Communal WiFi

The members agreed at the AGM in March 2008 to install communal WiFi using the network cabling in the meter cupboards. As agreed at the last AGM communal 4G broadband has been installed on site to replace the 3G broadband used with the CCTV system. This costs £25 per month which is £7 more than the 3G broadband. Wireless Access Routers have been installed in the three blocks providing free WiFi to residents. The remaining block 24-36 is due to be wired up tomorrow (10 December 2014) in conjunction with the TV system work. Once this is completed the SSIDs that are all individual at present will be all re-set to "Applewood FreeWiFi". A notice will be issued to all residents in advance also setting out their responsibilities for security etc.

Lighting

One of the lamp-post lights at the far end of the site is currently not working. In addition the ballast in the lamp-post in front of the bin store is faulty. This caused the communal electricity to trip-out on four occasions recently about an hour after the external lights came on. The light has been disconnected to prevent continued power cuts. In order to reduce maintenance costs for replacing bulbs, repairing ballasts and also to reduce electricity costs 5 replacement 40W LED lights have been ordered at £57 each. These should be available and fitted towards the end of the month or early January.

As agreed at the last AGM two solar powered LED lights have been erected between block 1-8 and 9-16 and between 9-16 and 17-24. After a few teething problems these seem to be working well.

Interest

The company bank with Bank of Scotland. The bank account is charge-free and pays gross interest at 0.5% on funds in excess of £5,000. Additional funds are held by Aldermore Bank paying 1.09% gross interest.

Management

John and Diana Morris have acted as Managing Agents from 1 April 2003 without remuneration and from 1 April 2013 on a salaried basis following consultation with all owners. At the last AGM members agreed that the arrangement with John & Diana Morris should continue noted the proposal to increase the salary by £100 to £3,200 for the year to 31 March 2016. The meeting agreed the £3,200 fee for the year to 31 March 2016 and heard that the proposed fee for the following year is £3,340 (subject to approval at the next AGM). This fee is lower than comparative block management company fees and reflects the fact that John & Diana Morris who professionally manage several sites locally, own property at Applewood Court.

John Morris thanked those present on behalf of his wife and himself for the support received from owners during the year.

Service Charges

The Accounts for the year to date were reviewed. It was agreed to increase the Service charge in 2016/17 by a nominal £12 and continue to offer a reduction of £60 if paid in full by 24 June.

Any other business

There being no further business the meeting closed at 7.20 pm