

Bownham Park Rodborough Residents' Association Limited

Minutes of 44th Annual General Meeting held at the Bear of Rodborough on Monday 17th June 2019, commencing at 8pm

Mr. Hopkins was in the chair and opened the meeting by welcoming members representing 18 households. The Secretary confirmed that including proxies that there was a quorum of more than 22 residents for the meeting.

1. Apologies for Absence

Apologies for absence had been received from 10 Members and 6 proxies been given.

2. Minutes of the 43rd Annual General Meeting held on 18th June 2018

The Chairman stated that the minutes from the previous AGM had been circulated together with provisional financial statements for the year ending 31st March 2019. On the proposition and seconding of Mrs. Phillips and Mr Law respectively, the minutes were unanimously accepted and signed by the Chairman.

3. Matters arising from the previous Annual General Meeting

All matters arising had been dealt with during the year.

4. Secretary's Report

The Secretary stated that his report had been circulated with the notice of the AGM prior to the meeting.

Several comments were made regarding the roadworks which were unanimously agreed to be a great improvement. Schoolchildren, in particular, were using the footpath although some cut across the cattle grid rather than use the gate. The use of the shrubbery area as a footpath was also appreciated.

Detailed cost of the work was requested and this would be covered by the Treasurer in his report. The Secretary's report was accepted with thanks.

5. Treasurer's Report

The Treasurer reported on the current situation of our reserves which had been depleted mainly by the cost of the roadworks.

Further costs were envisaged due to problems with the surface water drains near to numbers 24 and 61.

All maintenance fees for the year 2018/19 had been received with the exception of one where the resident had refused to pay on the basis of lack of road repairs during the year. The resident had also sent a resignation letter to the Secretary. The Secretary would be writing to the resident informing the resident that there was no provision in our constitution to resign other than by selling their property and leaving the Park. The Secretary would further inform the resident that unless the unpaid maintenance fee had been received within 21 days of the Secretary's letter then the Association would use legal means such the Small Claims Court to recover the monies. The Secretary mentioned that there had been at least 2 possibly 3 occasions where residents had refused to pay their subscription but had ultimately paid following an official letter from our solicitors or County Court action.

Mr. Sims proposed and Mrs. Beardsley seconded adoption of the accounts which was approved unanimously.

Thanks went to Warren for his work as our Treasurer.

6. Annual Maintenance Fee

The Chairman explained that 5 years ago we drew up a budget to create a reserve fund for future major expenditure of £100k over a 10 year period. Expenditure on the repair of roads had reduced our reserves. The Chairman recommended that we retain the maintenance fee at £220 in order to get back on target.

Mr. Law enquired as to who was responsible for the surface water drain soakaway in his front garden which he believed was connected to surface water drains further up the Park. This was not known by the Council who would investigate the situation.

Mr. Arnison enquired as to who owned the haunchings and this was confirmed by the Secretary that they were the responsibility of the Association.

Mr. Smith proposed that the maintenance fee remain at £220 the years 2020/21 and Mr. Law seconded his proposal. This was unanimously approved.

7. Appointment of Accountants for 2019/20

On the proposition of Mr. Clements and seconding by Mrs. Phillips, Messrs Kingscott-Dix were re-appointed as our Accountants for the ensuing year.

8. Election of Council for 2019/20

The Secretary stated that the current council were willing to continue for another year. However, there were now two positions available on the council due to the resignations of Mrs. Stevens and Mrs Naumann. No one offered to join the Council. Therefore, the following appointments were confirmed:

Secretary – Mr. Clements (59)

Treasurer – Mr. Richards (83)

Council Members – Mr. Hopkins (85), Mr Eyles (23), Mr. Smith (1) and Mr. Kilmister (46).

The Chairman thanked all Council members and in particular Messrs. Richards, Messrs Eyles, and Clements for all the work that they had carried out during the year.

Mr. Arnison proposed and Mrs. Phillips seconded that the new Council were elected.

9. Neighbourhood Watch

Mr. Kilmister that last year had been very quiet and long may it continue. He would continue to inform residents of any relevant incidents but reminded car owners to be careful as to where they kept their car keys and suggested that they were kept in a screened container.

He requested residents to be alert and report suspicious items either to him or directly to the police.

10. Any other Business

Questions were posed regarding contracts for leaf sweeping and the Treasurer stated that we had ceased using the company in Bristol and were using Smiths of Gloucester who were cheaper and easier to arrange collection dates and times. We planned 2 sweeps a year but residents were requested not to sweep leaves from their gardens onto the road when the sweep was happening. The annual BBQ is planned for 7th July. Thanks were given to Sally for organising the event.

The Secretary said that he would be resigning as the Association Secretary as from next years AGM after having served a total over 20 years on the Council. The Secretary stated that he would assist a new Secretary for 12 months after his resignation.

As a Limited Company we have to have a Company Secretary.

In the event that no resident was willing to take on the role of Secretary he had looked at the possibility of an outside organisation carrying out the duties of the Council. Indications were that this could cost residents at least £1,000-£2,000 per property against our current cost of £220. A management company may not have the local knowledge or interest in the Park.

If there is no Company Secretary then the Company would have to be dissolved and then no house sales could be completed, there would no maintenance of the Park, no finances generated and no covenants maintained.

It was therefore important that a resident took on the role of Company Secretary.

Mrs. Phillips then offered a vote of thanks to the Council for all their work during the year.

The meeting closed at 9.10 with thanks to all who attended.

MJC June 2019