



**Minutes of the Annual General Meeting held at Bourne Corn Exchange,
Bourne Lincolnshire on Monday 9th March 2009 at 7.00 pm.**

Present: Bob Russell (Chairman)
Dan Browne
Trevor Holmes
Anthony Prior
Peter Thorne

In attendance: Ian Stokes (Accountant)
Melanie Hart (Company Secretary)

Apologies for absence have been received from Adam Cooke, Judy Smith, Ian Mitchell and Matt Broomfield.

The Chairman welcomed all present and asked that anyone who had not already signed the attendance register to do so before they left. [Note: the attendance register is almost certainly not a complete record of all members in attendance.] He stated that there were copies of the accounts available, and also a leaflet from the developer.

1. The Chairman introduced himself as a director representing the members and declared that a quorum was present. The meeting agreed that the notice convening the meeting should be taken as read.

The directors present introduced themselves.

The Chairman started to outline the business of the meeting. The first item was to receive and consider the accounts for the year ended 31st March 2006. Before he could proceed further there was an interruption from the floor. The first interruption was to state that usual procedure would be to approve the previous minutes. The Chairman then proceeded to read out the minutes of the AGM of 30th August 2007.

The minutes were approved by a show of hands.

The Chairman again started to outline the business of the meeting when there was once again an interruption from the floor. The members were dissatisfied with the detail provided and requested more detail. A member stated that to provide that level of detail would cost a considerable amount.

2. Ian Stokes then proceeded to explain the profit and loss account that was shown on the accounts. A member stated that the breakdown was not as

detailed as it could be. Ian Stokes stated that what he had provided was the statutory detail required. The floor requested more detail and The Chairman stated that this would be discussed at the next board meeting which would be in two months and the decision would be circulated to the members in the form of abbreviated minutes of such meeting.

Ian Stokes then proceeded to read through the expenditure list. There were many interruptions, which The Chairman stated that explanations would be provided by Melanie Hart after Ian Stokes had finished.

Melanie Hart then proceeded to explain that the vast increase of the charges were due to the Trust separating from the Developer. Whereas the developer usually would have absorbed the costs, once the trust separated the costs were passed on. The legal fees were discussed and it was agreed that these were too high which was why the trust had new solicitors. Also the Company Secretary Role was now done by Melanie Hart, not a solicitor; also the work required by purchases/sales of properties was also now done by Melanie Hart rather than a solicitor.

The sales promotion was explained again as at the EGM as this was a DVD relating to Elsea Park. It was suggested from the floor that this DVD had been for the benefit of Allison's. Melanie Hart explained that she included a copy of the DVD in the welcome pack she provided to each new resident as it explained about the trust. This was only a proportion of the sales promotion the rest was transport tokens. It was mentioned that the transport tokens were not free if they were included in the accounts. The ecology costs were the cost of the bird boxes that were supplied to each first purchase property.

The members requested an explanation of the creditors. Ian Stokes proceeded to explain the creditors which were due at that time. The members then requested an explanation of the plant & machinery. Ian Stokes explained that this was the running costs for that year. A member requested that for future years explanations of the terminology be provided. This was agreed.

The Chairman then asked if the members accepted the accounts. The members did not accept the accounts. [The legal obligation of the directors in respect of each financial year up to 31 March was to lay the accounts before the members in general meeting. It was a matter for the general meeting as to whether or not the meeting accepted or approved the accounts but it did not affect the status of the accounts if the meeting did not approve them.] The Chairman stated that the directors were aware that there had been a delay in holding the AGM for the year 2007 to 2008, but he assured the members present that all further AGM's would be held in the September/October following the end of year.

3. Council Tax. As requested at the EGM the Chairman had written to SKDC asking for a reduction in Council Tax for the residents of Elsea Park as it was evident that in some areas, residents were paying twice. A reply was received from Mr Wyles; corporate head of finance at SKDC stating that he was

satisfied that there is no duplication of payment as council tax funding is not used within the boundaries of Elsea Park.

4. Coming Years Charge. The Chairman explained that there had been significant movement of the charge this year, if had fluctuated due to being index linked and had gone down in previous months, however the charge for the year 1st April 2009 to 31st March 2009 was £235.65. A member requested that as a goodwill gesture, the trust should waive the fees for this year. Dan Browne explained that we cannot as the trust needs to make a provision for the out fitting of the community centre.

5. Shuttle Bus. The directors have been having discussions with delaine and the county council, however as yet they have not finalised any plans. The funding provided is not enough to provide a shuttle bus to the stipulations in the Section 106. The Trust has spoken to SKDC with regard to this. At present we have found that a service called Call Connect is available to pick up from Elsea Park. This is a temporary measure until we can provide a shuttle bus.

A member suggested that the trust lease a minibus and ask if any residents would like a part time job driving this. For 3 days instead of the 6 days as stated in the Section 106. The Chairman agreed that this was a good idea and would be discussed at the next board meeting.

6. Charity Status. As we are a community trust just for the benefit of the residents of Elsea Park, the charity commission will not grant us charity status as a charity must be the benefit for the general public. Trevor Holmes suggested we form a Community Interest Company as it would have a number of advantages the main one being that as a not for profit company we would receive relief from business rates. This will be discussed at the next board meeting, should the directors agree then an EGM would be called to discuss this with the residents.

7. Play Area on Aykroft. RoSPA have suggested that we remove the berry bushes from the play area on Aykroft. The residents are in agreement that we remove these.

8. Website. There was a large delay in obtaining the website from Tandem; however we now have control of this. The person building the website stated she was not receiving any remuneration for this. So please be patient as she was doing this in her spare time. Please log on and register your details to receive updates and also in time the newsletter by email. If you have any ideas for the website please add this when you register.

9. If there is to be a raffle at future meetings, a member suggested that attendee's be given a ticket when they arrived. This was agreed.

10. Questions.

- a. Maps & notices boards. When will these be put up? We now have the notice boards, Keir are providing the maps, and this will be done within 4 weeks.
- b. A member stated that the residents committee were trying to open channels of communication with the trust. Any resident who were interested in this, please provide the residents committee with their email address and they would add them to their distribution list. [N.B residents committee email address is eprcbourne@yahoo.co.uk]
- c. Peter Ellis was maintaining all trust and Kier Homes open space areas and the areas that were not owned by the trust were being re-charged.
- d. The hedges round the properties at The Ridings. Adam Cooke had agreed to trim them and had only trimmed two. Adam Cooke had agreed recently to look into why only two had been trimmed and ensure that the other two were also trimmed. A member asked if the trust would be taking over the maintenance of the hedges or if Adam Cooke would be trimming them annually. The trust will not be taking over the maintenance of these as Peter was a lone worker and this would be against Health & Safety. The board will ask Adam Cooke if he would be prepared to trim the hedges annually.
- e. At present the board is controlled by the developer. The developer appoints directors through an interview process. When the developer hands the control over to the residents, then the election process will be as per the Memorandum & Articles of Association. At present we have the following directors:

Robert Russell	Chairman & resident director
Anthony Prior	Resident director
Peter Thorne	Resident director
Judy Smith	South Kesteven District Council
Trevor Holmes	Bourne Town Council
7 Seats	Developer
- f. Road Safety Signs. The floor requested that the trust approach SKDC regarding road safety signs.
- g. Direct Debit and Standing orders. The members would like to pay monthly. This will be discussed at the next board meeting.
- h. The members are not happy that the trust seems to just collect the debts and not force the developer to comply with the Section 106. The Chairman explained that the trust had contacted SKDC and there was now an enforcement officer who had written to Keir Homes.

- i. It is felt by the residents that as it is a building site, neither the council are taking any responsibility nor are the developer, consequently graffiti is rife.
- j. A member stated that the newsletter is not the correct size font. The font should be 12. This will be attended to.

The Chairman closed the 6th Annual General Meeting at 9.35pm

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Chairman

Please retain these minutes as they will not be re-issued prior to the next Annual General Meeting.