

Manor Farm (Seer Green) Management Company Limited

Registered in England No. 1249156

Registered Office:

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Minutes of the Annual General Meeting - Held on 20th June 2018

Commencing at: 7.30pm

Venue: Baptist Church (Lounge), Seer Green

Directors present: Jen Guerin, Colin Campbell, Darren Yates, Chris Dale

Also present: Janet Beal, Tony Brewis, Barbara Clarke, Linda Gladwin, Jenny Owen, Joan Cater, Eileen Giles, Katie Bacon, Sarah Louise Smith, Larry Bennett, Adrian Thompson, Monica Sado. Total members present - 16

Apologies: Barbara Lloyd, David and Mary Oswald, Di Bovey, Tricia Reeve, Jenny Owen

1. **Quorum** – It was noted that a quorum was present.
2. **Chairman** – Darren Yates was appointed chairman of the meeting and he welcomed those attending.
3. **Re-election of Directors** - The directors introduced themselves to the meeting and explained that Peter Van Duzer had stepped down as Chairman and Director, but that he is still undertaking property transfers. It was explained that the four current directors were retiring at the meeting and standing for re-election. The re-election of each director was then proposed and voted on with a separate resolution for each director (Jenny Guerin, Colin Campbell, Chris Dale, Darren Yates), all of whom were unanimously re-elected.
4. **Directors' Report and Accounts** – Colin Campbell summarised matters relating to the annual accounts that had been circulated to the members prior to the meeting. He confirmed that he expected the annual charge for 2019/20 to remain £100, with a prompt payment discount reducing it to £60, back to its level of 2014. This is because the Directors expect that there will need to be additional budget for the maintenance of hard surfaces in the next 1-2 years. The Directors' Report and unaudited Accounts for the year ending 31 March 2018 were laid before the meeting and adopted.
5. **Management of the Estate** – The members were given the opportunity to discuss the management of the Estate. Jenny Guerin began by describing the dumping of garden waste in the Stable Lane garages. Those present discussed the possibility of highlighting the problem publicly in Manorism along with a photograph. However, it was agreed that we should commission a 'No Dumping' sign to be fixed to the wall in the garages. Jenny confirmed that no major tree work is planned for the coming year. A number of other matters were raised, some of which concerned the estate but were not within the scope of the company's activities:
 - **Bamboo** – It was raised that the bamboo growing through the pavement at the top of Wood Pond Close and someone asked if the previous treatment to reduce it could be repeated. It was suggested that someone could speak to the home owner (the house is rented out). DY will monitor and report it to the Council again if the situation gets worse, as this section of pavement does not belong to Manor Farm.
 - **Overgrown hedge** – Katie Bacon raised the issue of an overgrown hedge in the alleyway leading from WP green to Farmers Way (at the Baptist Church end). Katie, who uses a walking aid, said the hedge was obstructing her path and asked if she was within her rights to approach

the property owner to ask for it to be cut back. Chris Dale and others suggested that she was completely within her rights to do this and encouraged her to do so.

- **Planning issues** – someone asked why does CDC give planning consents (for garage conversions) which require property owners to put a parking space at the front of the property, which effectively reduces parking capacity on the road. Darren explained that this is to compensate for the loss of a parking space and that the council's planning decisions do not take covenants into account. Darren explained that it is often difficult for MFCo to challenge planning decisions but that we have objected privately in the past where we had reservations about specific planning applications. Colin mentioned that when a property is under offer, the Directors reserve the right-intend to inform the buyer's solicitor that there is a potential breach of covenant issue when, in the Directors' opinion, the front garden has been pebbled over or paved to a large degree.
- **Fence at 34 FW** – someone mentioned that the work to replace a fence at 34 Farmers Way Pond Close had left the adjacent green area in a poor state and asked whose responsibility it was to make it good again. It was ascertained that the land actually belongs to the home owner, but someone pointed out that the electricity company had said they were going to return and restore the area to its previous state.
- **Non-Manor Farm Co issues** - Jenny pointed out that we are being inundated with emails complaining about issues that are not within the directors' remit. These are often neighbour disputes, such as parking, unmown lawns, peeling paint on garage doors or overhanging vegetation from private properties. They also include parish council and Bucks Highway matters, including road markings and potholes. We will not deal with those matters that are not directly within the scope of MFCo's responsibilities.

6. Any Other Business

- The issue of weeds along the verges on the estate was raised by a number of people. It was mentioned that the Directors had already approached Liz Bates (Parish Council Clerk) who said that the Parish Council do not have the money to cover this. There were discussions around MFCo potentially buying weedkiller and asking for volunteers to spray sections of the estate. However, Jenny Guerin said that she had received a quote from Oaklands of circa £800 p.a. to spray the verges four times a year and it was agreed that we should pursue this.
- The Directors raised the need for new people to step forward and help the Board. The possibility of outsourcing to a professional management company was discussed. There was a reluctance to go down this route at the moment, but it was agreed that we would consider the idea of a part-time paid clerk to assist with admin, emails etc. Jenny Owen suggested that we speak with Chris Jenkins in Jordans to get some ideas. It was also agreed that we will again mention the need for new directors/more help for the Board in a covering note when the AGM minutes are circulated. It was felt that the wording in the AGM notice was perhaps a little rigid and we will soften this in the covering note.

The meeting closed at 8.36pm.

Signed: *Darren Yates*

Darren Yates
Director