

Wilford Close Residents Association
Minutes of Annual General Meeting
15th August 2018

1. Introduction, Apologies & Proxies

Thank you for everyone that attended this year's AGM, the attendees were as follows:

- J Burdett – Flat 34 & Company Secretary (JB)
- L Rees – Flat 46 & Director (LR)
- T Kelleher – Flat 20 & Director (TK)
- C & A Stone – Flat 18 (CS/ AS)
- A Walter – Flat 22 (AW)
- J Blethyn – Flat 28 (JBL)
- R Sloane – Flat 14 (RS)
- B Leonard – David Charles Property Consultants (BL)
- Apologies were received from Sue Moore & Richard Cooper.
- Proxy forms were received from Sue Moore & Richard Cooper.

2. Accept the Minutes of the Last General Meeting

- The minutes from last year's AGM were distributed under covering letter dated 28 June 2017 and were uploaded to the dedicated Wilford Close webpage.
- The minutes were accepted.

3. Accept the Service Charge Accounts for the Year End 28 September 2017

- The accounts were distributed with the Notice of the AGM.
- No queries were raised, and the accounts were accepted.

4. To Reappoint the of Accountants MJ Golz & Co

- The reappoint of the accountants MJ Golz & Co. was agreed by all.

5. Resignation & Appointment of Directors

- There were no nominations.
- There were no resignations.
- The current officers were all thanked and unanimously appointed to continue in their role as officers of the Company:
 - Lesley Rees - Director
 - Tony Kelleher - Director
 - Richard Cooper - Director
 - Jaynie Burdett – Secretary

6. Service Charge Budget 2018-2019

- The budget for 2018-20189 will be finalised shortly and a copy will be distributed with the first demand for the new service charge year.
- There is no increase proposed.

Overview of Finances

- Arrears: None.
- Current/ Service Charge Account £ 10,351.37
- Reserve Account £ 35,080.17

- RS queried the reserve fund balance and why it was quite high. JB confirmed that this was to attend to large items of expenditure on the buildings, for example the replacement of the roofs.
 - Post Meeting Note: A roofer has undertaken a brief inspection and advised that the expected lifespan of the roofs is + c. 20 years and that the anticipated cost to replace the roofs at the current rate is c. £80,000.00.

7. Estate / Grounds Maintenance

Gardens:

- As part of the project to improve the aesthetics of Wilford Close, the following works were undertaken:
 - Complete replanting of the Raised Flower Bed at End of the Close.
 - Complete replanting of the Raised Flower Bed at Side of the Close.
- A hose has been purchased to water the raised beds.
- The gardener has been changed from Anton Lines Services to Groundtel.

Pest Control:

- The area at the rear of Wilford Close continues to be baited (for rats). This seems to be controlling the issue and it is proposed to continue with this until further notice.

Laurel from Neighbouring Property:

- The gardeners at The Glen will be keeping the laurels cut back from the boundary.

Future Plans

- To improve the lawn area, including the seating area.
- To try to disguise the pumping station if permitted
- The area alongside the stream is to be cut back.

Individual Gardens

- A reminder was issued that the individual owners are responsible for the upkeep of their own gardens and that failure to do so spoils the over aesthetic of the close. Please would Landlord be vigilant in checking that their tenants are maintaining the gardens.

8. Any Other Business

- JBL enquired about the location of the stopcocks to the flats. JB, LR & TK advised that the stopcocks are located within the flats in the cupboard near the front door.
- JBL enquired about where the available parking was in the close. JB confirmed that the bays along the left (As you drive in) are privately demised to maisonettes 2-24 (incl). There is parking available on the public highway within the marked bays, however there are parking restrictions in place. The space. There is no parking permitted within the turning area.
- CS & AS queried who owned the trees overhanging the rear of their garden. BL & JB confirmed that these are owned by Hillingdon Council.
 - CS/ AS & BL will write to the Council to ask them to consider a substantial reduction of the trees in question.
- JB asked BL to report to Hillingdon Council a curbside drain that backed up in the recent rain.
- All agreed that a weekday evening meeting would be convenient for next year's AGM.

There being no further business the meeting concluded at 7:40pm

JB thanked all present for their input.