

# Queenswood Management Association Limited

Company No: 1008511

Registered Office: 164 Cranbrook Road, Ilford, Essex, IG1 4NR

## MINUTES OF THE ANNUAL GENERAL MEETING HELD AT THE ALDERSBROOK BOWLING CLUB, WANSTEAD, LONDON, E11 AT 8.30 PM ON THURSDAY 8<sup>TH</sup> DECEMBER 2011

### Present:

Griff Griffith (Company Secretary)  
Bob Haswell (Treasurer)  
Len Kerridge  
Pauline Thurman  
Mike Thompson  
Gerald Cox

### In Attendance:

Steve Barrable (Hull & Co)

There were eleven lessees present; apologies had been received from Derek Mitchell (Auditor - the Kings Mill Partnership). Proxy votes had been received from Mr J Mulrooney (flat 9), Mr M Taylor (flat 35), Mrs M Karbhari (flat 54), Mr & Mrs J Fegan (flat 98) and Mr B Living (flat 117).

### Agenda

#### Item

- 1 **To approve the Minutes of the Annual General Meeting held on 25<sup>th</sup> November 2010:**

In "Any Other Business - Gardens", Mr Harrison advised the he had not used the word 'sacked' and asked that it be replaced with his actual phrase 'had not replaced'.

Taking the above alteration into account:

Approval was proposed by Mr Harrison (flat 52) and seconded by Mr P. Penny (flat 54).

*Vote: Unanimous in favour - the Minutes were agreed.*

- 2 **To receive and adopt the Directors' Report and Accounts for the year ended 31<sup>st</sup> March 2011:**

Adoption was proposed by Len Kerridge and seconded by Mr Harrison (flat 52)

*Vote: Unanimous in favour - the Report and Accounts were adopted.*

- 3 **To elect up to three Directors to act on behalf of the Company:**

Only two candidates had been proposed for election to the board.

To re -elect Pauline Thurman:

*Vote: Unanimous in favour – Pauline Thurman was re-elected to the board*

To re-elect Gerald Cox:

*Vote: Unanimous in favour – Gerald Cox was re-elected to the board*

- 4 **To re-appoint the Kings Mill Partnership as Auditors to the Company and to authorise the Directors to fix the remuneration of the Auditors:**

*Vote: Unanimous in favour – the Kings Mill Partnership was reappointed as Auditors and Directors of Queenswood Gardens Ltd authorised to fix the remuneration of said Auditors*

Griff Griffith commented that the Accounts work was back on track following the previous hiatus year.

- 5 **Any Other Business:**

Griff Griffith advised that as there was no company-related “Any Other Business”, the formal part of the meeting had been concluded. The meeting was thus open for general discussions.

### **Question & Answers**

- 1 **TV Aerials:**

Mr Harrison (flat 52) asked if the current TV aerial system would be able to cope when the analogue signal was turned off. Griff Griffith confirmed that the installed system had been designed to cope with the removal of the analogue signal. When this signal ceases, he said, the digital signal should increase and reception should improve. Mr McElarney (flat 75) commented that the weak analogue signal was due to HSBC's failure to install a signal booster on their building at Canary Wharf; Griff Griffith commented that this will no longer be a problem after April 2012. There was discussion on this.

Mr Penny (flat 59) said that aerial cables had slipped from their fixings outside block A; Mr McElarney said he had reported this, and also internal cables which had slipped from trunking. Steve Barrable agreed to look into these immediately.

A resident asked what would happen if the TV signal was worse after the shutdown – Steve Barrable said if this happened then Hull & Co. should be contacted.

- 2 **Vermin:**

Mr Harrison thanked Hull & Co for the work they had done to try to eradicate rats from the estate by closing gaps with concrete. Bob Haswell said that pressure jetting of the Estate's drains would be carried out before Christmas and that a CCTV survey on the drains would also be carried out. Mr Harrison said that he found this reassuring.

Mr McElarney asked how often bait boxes were checked. In answer Bob Haswell said that bait boxes were largely useless. Griff Griffith explained the general problems with rats on estates. Mr McElarney explained how rats gained access to the ceiling voids of the blocks – all present agreed that it was impossible to get rid of rats entirely.

3 **Gardening contractor:**

A shareholder made a number of statements that, on legal advice, cannot be recorded here. Griff Griffith asked him to make his points in writing and submit them to the board.

4 **Security:**

Mr Harrison that there had been another break-in in his block and said that he thought a former tenant may have returned with a key. Griff Griffith explained the board's plan to replace the existing doors with something more substantial, opening with electronic fobs. These fobs could be deactivated when a tenant leaves. Mr Harrison asked how close the board was to installation and Griff Griffith said that the board was 'getting there'. He said that the funding shouldn't be a problem but the board wanted to ensure that the product they chose was the correct one for the Estate.

Mr McElarney asked if the board still sent details of the lease to lessees when they move in. Griff Griffith confirmed that this was still done for lessees but not for tenants as the board do not know the tenants details.

Mr McElarney advised that some tenants in his block have two vehicles; one has a hand altered parking permit and the other has no permit at all. He asked that the board write to the tenants of flat 65 to advise them that they need parking permits. Griff Griffith explained the general principles of the parking scheme in that their employees visit at random times to check vehicles.

5 **Gardens:**

A resident asked if the gardens contract was approved annually; she felt that it would be a good idea to have a job description for the gardener to ensure that this could be reviewed each year. Griff Griffith said that the contract had provisions for review, and that in general terms the work it covers was discussed each month at board meetings.

Mr Penny asked if the trees could be thinned or pruned behind block A. He said that he didn't mean the mature trees but fir trees that had filled in the gaps and were blocking light. Bob Haswell agreed to ask the tree surgeon to investigate what options there are. Steve Barrable will progress this.

- 6 **Drains:**  
A shareholder asked if the drains were inspected regularly. Steve Barrable said that they were and mentioned how many strange things were flushed into the drains including hot fat.
- 7 **Outstanding works:**  
In response to queries, it was noted that the following work was to be put in hand:
- 1) The down-pipes on garage blocks need to be checked; Steve Barrable will progress this.
  - 2) The flooding in the car park seems to be the result of the drains being full of leaves. Bob Haswell will arrange for this to be cleared.
  - 3) The corridor wall opposite flat 56 that contractors were supposed to have put right appears to require further attention. Steve Barrable will inspect the area.
- 8 **Flat Screen TVs:**  
Mr McElarney advised that when flat screen TVs are screwed to the walls, the sound travels up through the wall; it is particularly bad in his bedroom. Steve Barrable suggested that the LB of Redbridge Noise Team should be contacted by any resident who is affected by this type of problem (or any other major noise issues).
- Another resident said surround sound is also a problem. Griff Griffith agreed with this and said that the problem is exacerbated by wooden floors - this turns the flat into a sound box and makes the sound louder. He reminded the meeting that laying fitted carpets in halls, passageways and lounges of all flats was still a requirement of the lease.
- 9 **Olympics:**  
Mr McElarney asked if any plans were in place to stop non-residents' cars parking on the estate during the Olympics. Griff Griffith advised that the board felt that increased action by Central Ticketing could be the solution, if such parking becomes a problem.
- Mr McElarney advised the meeting that block A intended to hold a party for the Queen's Jubilee in 2012. This will be held outside block A and he wondered if the board had any objection. Griff Griffith said the board would have no objections to the party, subject to the organisers complying with the terms of the lease and the associated rules introduced in 2006. He cited the example of a successful party held in block F earlier in the year.
- 10 **Speeding & Parking:**  
There was a discussion on the problems of speeding and parking (for example, on pavements) at Queenswood Gardens, and whether LB of Redbridge could be approached to introduce traffic-calming measures and some parking controls, such as bollards restricting

parking on pavements.

The board felt that involving Redbridge could cause more problems than it solves, as they could introduce measures (e.g. double yellow lines) that would life harder for residents. The board undertook to keep the situation under review, and to approach LB of Redbridge should the position get out of hand.

11 **Cleaning:**

A resident mentioned that fact that the communal areas are cleaned very well but she wished that residents who drop litter would pick it up. She described problems in block A of dropped pizza, ketchup etc.

It was agreed that people who care about their living environment would clean up but those who don't would walk away. There was general discussion on this.

12 **Block B - Canopy:**

There were comments about the support holding up the canopy outside block B. Bob Haswell explained that it was there as a precaution but it is going to be rebuilt. The specification was being sorted out and as soon as this was completed work would begin.

13 **AGM - Noise:**

Ms J Beasley (flat 87) mentioned the fact that the noise of the line dancers in the next hall was making it difficult to hear the speakers at the AGM. Griff Griffith apologised for this, the AGM had been planned for a Wednesday but he had had to change the day.

14 **Reporting to Hull & Co.**

Steve Barrable asked all residents to ensure that the information was accurate when reporting problems to Hull & Co., as incorrect information had been supplied in the past that had lead to confusion and acrimony.

15 **Vote of thanks:**

Ms D Kelly (flat 47) proposed a vote of thanks to the board, thanking them for their hard work during the year. This was seconded by Ms J Beasley.

The meeting closed at 9:25 pm.