

Queenswood Management Association Limited

Company No: 1008511 Registered in England and Wales
Registered Office: 164 Cranbrook Road, Ilford, Essex, IG1 4NR

MINUTES OF THE ANNUAL GENERAL MEETING HELD AT THE ALDERSBROOK BOWLING CLUB, ALDERSBROOK ROAD AT 8.45 PM ON THURSDAY 25TH NOVEMBER 2010

Present:

Board members as follows:

Griff Griffith (Company Secretary)

Bob Haswell (Treasurer)

Gerald Cox

Len Kerridge

Mike Thompson

In Attendance:

Steve Barrable (Hull & Co)

There were also five shareholders present. Apologies for absence had been received from Pauline Thurman (Director), Derek Mitchell (Auditor - the Kings Mill Partnership) and Mr Mulrooney (Flat 9), Miss Roddy (Flat 11), Mrs Welham (Flat 21), Mr Spencer (Flat 27), Mr Taylor (Flat 35), Mrs Cole (Flat 47), Miss Kelly (Flat 49), Mrs Karbhari (Flat 54), Mr & Mrs Fegan (Flat 98) and Mr Living (Flat 117).

Agenda

Item

- 1 To approve the Minutes of the Annual General Meeting held on 10th March 2010:

Mr Penny (Flat 59) requested that his name should be corrected in the Minutes, as it had been misspelled twice under agenda item 5. The secretary apologised for the error and said that it would be corrected. There were no other comments on the minutes

Approval of the Minutes was proposed by Mr Mullan (Flat 69) and seconded by Mr Penny (Flat 59)

Vote: Unanimous in favour – the Minutes were approved.

- 2 To receive and adopt the Directors' Report and Accounts for the year ended 31st March 2010:

Adoption of the Report & Accounts was proposed by Mr Penny (Flat 59) and seconded by Miss McEwen (Flat 8).

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 Griff Griffith

Vote: Unanimous in favour – Griff Griffith was re-elected to the Board

To re-elect Mike Thompson:

Vote: Unanimous in favour – Mike Thompson 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.

- 5 Any Other Business:

❖ **Rodents:**

Mr Harrison (Flat 52) noted that he had recently seen five or six rat-holes near block A. He asked if regular inspections were carried out. Bob Haswell confirmed that we have put a scheme in place for regular checks and baiting of drains and the estate in general.

Miss Beasley (Flat 87) suggested that we need a system to flag-up where rat holes are. Bob Haswell suggested that if lessees spot a rat hole, they should report it to Nigel Jones, our gardener, who can then fill it in.

❖ **Gardens/cleaning:**

Mr Harrison (Flat 52) said that he felt that Nigel had possibly taken on too much work. He understood that Nigel had sacked two staff and was looking after an estate next door to Queenswood Gardens. Bob Haswell, who has overall responsibility for the gardens, replied that Nigel had only laid off one person, and that had been someone who worked on another estate for which Nigel had had a contract. Bob Haswell further said that there had been no complaints to him about Nigel's work or productivity, and that he had full confidence in him.

Mr Penny (Flat 59) said that he understood that vacuuming of the hallways used to be done once a week, with each of the lobby areas receiving a second vacuuming on Friday mornings. He felt that this was no longer happening. Bob Haswell advised that he would take this up with Nigel the following day.

❖ **Fences:**

Mr Penny (Flat 59) thanked the board for arranging for new fencing to be installed at the end of block A, between the end wall and the boundary. This seems to be deterring local youths from using Queenswood Gardens as a short cut on their way to school.

❖ **Anti-social Behaviour:**

Mr Penny (Flat 59) said that in his opinion, the situation regarding anti-social behaviour was currently "blissful". Members felt that there was still a need to remain vigilant. Mr Harrison (Flat 52) offered his assistance in

drawing up a code of conduct for landlords, should the board feel that such a code is necessary in the future.

❖ **“Queenswood Life” website:**

There was general approval of the new website. Particular mention was made of the timely reference to the “garage defender” locking system and links to retailers when there was spate of garage burglaries.

❖ **Main Doors:**

It was recognised that there are still ongoing problems with the main doors supplied by Crystal Windows. Mr Penny (Flat 59) reported that there was fault on the main door to block A; the board undertook to have it looked at either by Crystal Windows themselves, or by Dave Burt, a handyman often used by Queenswood Management Association Ltd.

❖ **Rubbish:**

Bob Haswell noted after locks had been fitted to the door on the block D bin shed, a bag of rubbish had been left outside bin-shed; it had been returned to the flat whose occupant left it outside the doors, as they had been traced through an envelope left in the bag. Whenever possible, residents who leave rubbish outside the bin-sheds, or who dump large items in the bin-sheds are traced, and rubbish is either returned to them, or they are required to pay for the cost of proper disposal.

❖ **Apple Tree:**

Miss Beasley noted that there is an apple tree outside block C and suggested that residents should be allowed to pick the apples for their own consumption. The meeting felt this was a good idea.

There being no other business, the meeting closed at 9.05 pm