

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 5th July 2017

Commencing at: 7.35pm
Venue: Baptist Church, Seer Green

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

Also present: In addition to the directors, who are all members, those who signed the attendance list were also present, total members present - 12

Apologies: Apologies were received from Barabra Lloyd, Adrian Thomson, Kay Bacon, David and Mary Oswald, Di Bovey and Jenny Owen

- 1. Quorum** – It was noted that a quorum was present.
- 2. Chairman** - Peter Van Duzer was appointed chairman of the meeting and he welcomed those attending. The directors introduced themselves to the meeting
- 3. Directors' Report and Accounts** – Colin Campbell outlined pertinent matters relating to the annual accounts that had been circulated to the members with the notice of meeting. He confirmed that he expected the annual charge for the next year to remain £100 with a special discount reducing it to £65 and a further prompt payment discount reducing the charge to £40 for those who pay within 14 days.

The Directors' Report and unaudited Accounts for the year ending 31 March 2017 were laid before the meeting and adopted.

- 4. Management of the Estate** – The members were given the opportunity to discuss the management of the Estate. The following matters were raised:

Those discussed but noted as being outside the scope of the company's activities were:

- **Kerb weeding** – It was raised that the Council were no longer treating weeds on the road verges with weedkiller, as had been done in the past and asked if the Company could do this; it was explained that the Company could not take this on, but suggested that some householders might deal with the verges outside their own property using a weedkiller, perhaps such as glyphosphate;
- **Bamboo** – It was noted that bamboo growing from a garden onto the pavement at the end of Drovers Way was a continuing problem causing damage to the pavement, a neighbour had spoken to the property owner about this recently and it was hoped that the owner would take action to remove the bamboo, which is unsuitable in its current position; Darren Yates will report the pavement damage to the Council;
- **Place for notices** – It was raised that additional notice Boards were required for the village to advertise the many events that were taking place; it was suggested that this be raised with the Parish Council and perhaps the Baptist Church to see if either could assist;
- **Car parking** – It was raised that inconsiderate car parking continues to be a problem, particularly on some areas of the estate; and those present agreed to keep this under review to see if there was parking by non-residents or in connection with a business.

Those raised within the scope of the company's activities were:

- **Tree on the green** – It was raised that a tree on the central green was hanging low over the path and Jen Guerin confirmed that this would be dealt with over the winter;
- **Tree on Stable Lane** – It was raised that a tree's branches were encroaching on the pavement on Stable Lane; it was agreed that this would be looked at;

5. Re-election of the directors – Peter Van Duzer 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 as follows:

- **Jen Guerin** – Unanimously re-elected
- **Colin Campbell** - Unanimously re-elected
- **Peter Van Duzer** - Unanimously re-elected
- **Darren Yates** - Unanimously re-elected
- **Chris Dale** – Unanimously re-elected

6. Vote of thanks – A vote of thanks was proposed from the floor at the meeting and carried unanimously to thank the directors for all the work done to make the estate keep looking beautiful.

Signed:

Peter Van Duzer
Chairman