

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 24th June 2015

Commencing at: 7.30pm
Venue: Baptist Church, Seer Green

Directors present: Jen Guerin, Colin Campbell, Peter Van Duzer, Darren Yates,
Also present: In addition to the directors, who are all members, those who signed the attendance list were also present, total members present - 15
Apologies: Apologies were received from Peter Jones, Tim Whitehead, and others

- 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.
- 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. The meeting noted that all annual charges invoiced in April 2015 had been paid.

The Directors' Report and unaudited Accounts for the year ending 31 March 2015 were laid before the meeting and unanimously adopted.

- 4. Management of the Estate** – The members were given the opportunity to discuss the management of the Estate. The following matters were discussed:
 - **Covenants and the requirement of owners that the land marked blue in their title deeds shall be laid down to grass with or without flower beds and shall be mown and maintained as such properly cultivated in a neat and tidy condition as amenity areas for the benefit of the estate** – There was some discussion regarding the failure of some people to comply with this covenant and possible actions that could be taken by the company. The directors explained that the company pointed out to owners failure to comply when the directors became aware of it and that owners that had failed to comply might have problems if they later on wished to sell their property.
 - **Planning matters** – There was some discussion regarding planning matters. The directors confirmed that anybody could make a complaint to the Council to allege breach of planning consent.
 - **Central Green** – There was discussion about disturbance caused by elder children playing on the central green. It was noted that the village recreation ground was available for elder children to play ball games and that the company's rules, publicised on its website, provided that no ball games (with the exception of sponge balls used by small children) are allowed on any area owned by the company, including the central green. The directors agreed to consider the possibility of erecting "No ball games" signs around the central green.
 - **Bins** – The question of bins being stored in view outside properties on the estate was discussed. This presents an eyesore for some neighbours. This was noted with sympathy by some but it was felt that this was not a matter on which the company could assist.

- **Roads** – The poor state of some areas of road on the estate was raised. The directors confirmed that this was a Bucks County Council matter. Individuals can report holes in roads that require repair via an online facility provided by BCC.
- **Bamboo** – It was noted that bamboo from one property was growing through the pavement. It was agreed that the council should be advised and it could be raised with the resident.
- **Works** – The directors confirmed that no exceptional works were currently planned.

5. Re-election of the directors – Peter Van Duzer explained that all the directors were retiring at the meeting; Peter Jones had indicated that he did not wish to continue as a director but that the other directors were 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
- **Tim Whitehead** - Unanimously re-elected

Peter Van Duzer expressed thanks to Peter Jones for his assistance, particularly with the company website, and asked that if anyone present knew anyone on the estate who could take on this task, to contact him.

6. Company Charges – It was noted that the Board are currently budgeting for the Annual Service Charge for 2016/17 to remain the same as this year, with a prompt payment discount of £25 only for payments received by noon on 15 April 2016. It was further noted that as always the special discount would be kept under review. The supplementary service charge for work connected with registration of transfers by the company will remain as £100. The proposals regarding charges were noted.

The meeting closed at 8.15pm

Signed:

Peter Van Duzer

Peter Van Duzer
Chairman