

## BPDMCL Residents' meeting and AGM

St Peters Hospice, Wednesday 24th May 2014

Directors Mark Canwell, Andrew Aitken, Gill Brooks, Craig Wightman and Adele Long were present

### Arrivals and departures.

Craig and Adele introduced themselves and explained why as long term residents, they had wanted to be involved in the Management Company, which they had joined in response to a request for more Directors in the December invoice mailing. It was also announced that Mark Deans was no longer a resident or owner on the estate and had resigned as Director.

### Financial Report

Mark Canwell started by thanking all the residents for paying their invoices on time.

He explained that the Company had kept to the £8000 budget, but had more debtors than expected. We still have to collect 20 payments, having received 120. Some bills were outstanding for over a year and at the Directors last meeting they agreed to appoint a debt collection agency, and have issued final notices to some debtors.

It was felt that the debts should not be borne by other residents and that the role of the Company was to recover monies owed. In the past debts have been recovered at the time of sale of properties, but it needs to be collected sooner. Polite reminders have been sent to the long term debtors and a collection agency will complete the recovery

There is currently a reserve of over £12,000. This is unlikely to change. The position being taken is of prudent long term management, which could react to other options in the future. It is felt that the reserve is now closest to maintenance level after two years of savings.

At present the directors are unpaid, and do all the administration, legal and financial work necessary. However, there is provision built into the budget to pay for an administrator. The decision to appointment or recruit an administrator is an issue the Company will revisit.

2015 Forecast: The position will be similar to this year, with potentially some scope for a small discount again. Finances are at a stable level, covering the costs of the Gardeners contract, insurance etc.

A resident asked about the possibility of replacing some tree that had been cut down, or getting second opinions on the status of trees before they are cut down. It was felt that we needed more information before making a decision so would come back to her for more details. ACTION

Another resident asked for provision of some fencing under a copper beech and for a path by the new flat to be scrubbed up and replaced with shrubs. This was an issue that was planned to be raised later in the meeting. We will get quotes ACTION

Another resident asked about the status of three small shrubs in front of the new flats, at one entrance to the estate, which do not enhance the area. It was agreed that the Company would identify who had planted them and who should be maintaining or replacing them, assumed presently to be responsibility of developers. ACTION

### Activities

Andrew Aitken spoke about the old website, which was hard to update, and introduced the launch of the new website, created by his wife on a voluntary basis, which is easy to update and has many new features.

The Company has been able to secure one grit bin, situated on John Repton Gardens, the first on the estate. It will be maintained by the council. The Company would like to provide two more paid for from reserves but need feedback on where residents would like them to be. ACTION

Craig has done some repairs to the metal fence along John Repton Gardens.

The company have agreed to appoint a debt collection company to recover unpaid invoices, presently two households owe bills from last year. This policy has been noted on the website.

The company intends to remove a small tarmac path by the newly completed flats and landscape the area.

The company advertised for an administration assistant but did not appoint. The invoicing process is a lot of work, including re contacting late payers. The invoices are now sent out once a year, in December, as required by the TP1, with payment due by 1 April.

The new website had an online payment facility, which might make it easier for residents to pay, the company will investigate this. The Company cannot operate a direct debit facility. ACTION

The company have a rolling contract with the garden contactors, Green Fingers and receive positive feedback from residents about their standard of work.

A resident raised the issue that the brambles coming through the metal fence on John Repton Garden cause cars to drive in the centre of the road. The height and over hang of trees here were also of concern. It was explained the the undergrowth and trees belonged to a company who owned the woods and large field in front of Repton Hall. Another area for concern is the land near the entrance to the field on Royal Victoria Park. The company has been successful in getting the owners Bridgefield, to trim this in the past. It was felt that input from the Council about the safety of the trees should be sought. ACTION

### Aims

Mark Canwell explained that the Company's aim was not to lose control of the amenity land, which should remain within control of the freeholders of the estate. He explained what the Company was and how it was run.

1. To hold ownership of the amenity land (land not owned by leaseholders or freeholders ) and to observe TP1 and covenants. Residents have experienced what it was like when owned by someone else, the maintenance bills went up each year without noticeable improvement.
2. The Company exists to manage the estate amenity land, keep bills down and make sure that there is continuity of these purposes.

If a freeholder Director leaves the estate, and is no longer a property owner ,the ownership of the share comes back to the Company and new directors are found. The group will be the ultimate decision makers. The ethos makes it clear where ownership resides, the Company is run for the residents' benefit. If a director leaves they will be required to give up their directorship to maintain continuity. If you are not a freehold owner

you cannot be a director. A significant majority, 66% would be needed to effect any change in the way the Company is run.

Newly arrived residents said they were unaware of the Company's existence. They hadn't had any information from their solicitor. The Company will include a welcome and explanatory letter with the correspondence we have with the purchaser's solicitors or with new residents direct once we know a sale has been completed. ACTION

A resident asked if next years meeting could have a different format, having been to her third she found it rather similar. This will be discussed with a potential option to arrange a social function at a different time. Several residents said that they did not wish for any social function to be paid for from reserves.

#### Question and Answer session

Residents on one part of the estate would like some more rocks to be provided to prevent parking on the grass. They had repositioned one to help now that new flats are up and need to replace it. ACTION

The proliferation of Estate agents signs on the estate where the flats are continues to be a problem. They can be removed from Amenity land, Andrews has been approached about this by a resident. The Company was asked to write to other local estate agents to advise this restriction. ACTION

Charlton Road is not to be used as an access route by the new developers of the works going on in South Gloucestershire on Filton airport. This should avoid heavy traffic past the estate.

A resident asked whether the Company could get involved in supporting the appeal to have Royal Victoria Park added to the catchment area of the Free School on Charlton Road. Presently the catchment area line is drawn down the middle of this road. Some residents want to set up a petition. Several Directors would be happy to support this by getting petition passed around their part of the estate.

It was acknowledged that the geographical proximity, within walking distance of the school, would be a valuable opportunity for families on the development, or potential purchasers.

Residents were reminded that a list of the covenants that have to be observed were included with the last bill, and are on the web site.

[www.bdpmcl.uk](http://www.bdpmcl.uk)

The cost of issuing paper invoices annually takes longer to issue than electronic version. The Company will be happy to take advice to simplify the system they are using currently.

The meeting closed at 19.45