

Ifold Estates Limited

Minutes of the 45th Annual General Meeting for 2019

Date: 19th May 2019 at 3.00pm

Venue: Kelsey Hall, Chalk Road, Ifold

Directors Present: Jon Pearce (JP) Chair
Sarah Butt (SB)
Carolyn Saunders (CS)
Phil Woolnough (PW)
Roy Baldwin (RB)
Karen Fuller (KF)
Bill Bottomley (BB)

Apologies: Mr & Mrs Mc Nulty, Mr Messenger, Mr Curphey & Mr Paddock

Other attendees: Donna Golds (DG) - Administrator

1. Receive apologies of absence

JP welcomed the residents and went through the safety briefing. Firstly, in order for JP to chair the meeting DG asked that JP be elected onto the Board as Chairman and Director.

Proposed: Mr Seager-Thomas (Waldron)
Seconded: Mrs Laidlaw (Dunham Gate)

2. Resignations and election / re-election of Directors

JP said that a third of the committee need to resign in order to be re-elected. JP said that SB and CS would resign and stand for re-election. JP said that he would propose CS for re-election and Ms Barry seconded nomination and SB was nominated by Mr Bartley and seconded by Mr Lisk. JP then introduced in turn all the new Directors. They were each proposed and seconded in the following order:

Roy Baldwin:	Proposed:	Mr Seager-Thomas (Waldron)
	Seconded:	Ms Barry (Three Views)
Karen Fuller:	Proposed:	Mr Pollock (Forest Lodge)
	Seconded:	Mr Seager-Thomas (Waldron)
Phil Woolnough:	Proposed:	Mr Pollock (Forest Lodge)
	Seconded:	Mrs Laidlaw (Dunham Gate)
Bill Bottomley:	Proposed:	Mrs Taylor (The Gables)
	Seconded:	Mr Bartley (Acorns)

All agreed to these new appointments. JP thanked the former Director Dougal Scott Wilson for all his hard work as Director and Estate Manager. JP explained that BB and PW are sharing the role of Estate Manager. JP thanked Peter Hunter who was Director and Chairman who also resigned last year. JP thanked DG for her role as administrator and Company Secretary. JP said that there are no additional members wishing to join at present but would welcome any member interested in becoming a Director in the future.

3. Minutes from 2018 AGM

Copies of the minutes were made available to all in attendance. Mr Graves (former Chair) said that on page 3 of the 2018 AGM Minutes that the figure of £15,000 for the trial section of road on Ifold Bridge Lane (IBL which was tar and chipped surfaced) was inaccurate and that the figure was £1500. Mr Graves then went onto say that the cost of £3000 per annum to repair the potholes on IBL and The Lane is more expensive in the long run than resurfacing these roads using tar and chip. Mr Frost (former Estate Manager) said that IEL had received quotes of £27,000 ex VAT to tar and chip The Lane and IBL. PW said that he is waiting for costings to come back from two contractors with the view to look at the viability of possibly undertaking this work in the future. BB said that IEL is in discussion with two contractors at present who will examine the current state of all the Estate roads and make recommendations for future resurfacing. Ms Barry said that it

would be best to gather the opinion of the residents living on The Lane and IBL before any works are planned to tar and chip these roads. JP acknowledged Mr Graves comments but asked for a proposer and seconder to adopt the minutes from the previous AGM.

Approval for the 2018 Minutes: Proposed: Ms Barry (Three Views)
Secoded: Mr Pollock (Forest Lodge)

4. To receive and consider the 2018 Annual Report and Accounts for 2018

JP confirmed that the Annual Report had been circulated to all residents prior to the AGM along with the invitation and question sheet. JP said that the Bylaws dictate that he should read the Auditor's Report but as it is a couple of pages in length, he read the first paragraph (the opinion of the Auditors). JP then asked for the accounts to be approved.

Approval of the annual accounts: Proposed: Mr Woolnough (Mulberry Lodge)
Secoded: Mrs Saunders (Janda)

5. To Authorise the Board to appoint and agree the auditors and their remunerations:

JP then asked for someone to propose the adoption of the auditors/accountants and their remuneration:

Proposed: Mr Woolnough (Mulberry Lodge)
Secoded: Mrs Saunders (Janda)

6. Questions from Residents

JP said he was now going to go through the questions posed by residents prior to the AGM. JP said that the first question was from Choristers- 'is there any possibility that the Ifold Stores can be re-opened, as a café for instance?' He replied that there is the likelihood that Ifold Stores will re-open as a café also selling local produce but no confirmation yet. JP said that this is outside the remit of IEL. Craig Knight (CK) then addressed the meeting to share his plans on re-opening the store as a coffee shop selling local produce which he hopes to open by the end of the year if all goes to plan. CK confirmed that the shop will be a drop off point for parcels. He said that there should be a small outside seating area. CK confirmed that the name for the store is undecided yet, he said that he will be offering take away food. JP said that the next question was again from Choristers, 'speeding is still an issue on our roads, can a speed metering system with a camera be hired to identify the culprits?' JP confirmed that IEL has no authority to take action against 'speeders'. JP encouraged residents to report speeders via 'Operation Crackdown'. JP explained that at present the committee is at a fact-finding stage to see what has been done in the past to deal with the issue of speeding. JP discussed the possibility of introducing battery operated speed indicator signage around the Estate and discussed the options available. There was a discussion about the pros and cons of introducing speed bumps. Mr Frost said that the sub structure of the roads is incapable of taking the bumps. Mr Frost suggested rumble strips as an option, there was a discussion about the pros and cons of using rumble strips. Mr Graves said that speed bumps are no deterrents to 4x4 drivers. A resident suggested investing in '20 mph' high visibility vests when walking around the Estate. JP asked for a show of hands to see if it is worth IEL investing £15,000 in speed calming methods. Most of the audience voted against spending £15,000 in this way but preferred relying on social pressure to stop speeding such as bin stickers saying '20 is plenty', wearing high visibility vests saying '20mph' etc. However, the voting indicated that the speed indicator signs were preferred to speed bumps. Mrs Seager-Thomas suggested signs for the back of cars saying 'slow down'. JP moved onto the next question from Starlight Lodge, The Close regarding verge cutting- 'The Close verges have not been cut for some time. Is there a reason for this?' JP confirmed that the summer maintenance schedule has only just started in April and IEL's contractor has been asked to cut the verges at the entrance to The Close and feedback given to the contractor to ensure works are carried out to a satisfactory standard

going forward. Mr Frost asked if the summer maintenance includes clearing the ditches. JP said clearing the ditches will be undertaken in the autumn clear up schedule, but the contractor will be strimming the ditches where required. JP said that the committee recognised that the ditches and water courses are somewhat of a liability to IEL. The plan is to inspect all of the culverts and ditches to establish what is required in order to meet the capacity of all the additional houses. JP said that the culvert on The Drive which Southern Water (SW) had been maintaining is now IEL's responsibility to maintain as they are no longer willing to maintain it. Mr Frost said that as SW damaged the culvert in the past (when undertaking drainage works) the agreement was that they would pressure jet it annually. Mr Graves suggested that JP tells SW that IEL will not resume responsibility for the culvert until works are undertaken by them to restore the culvert to its original condition. Mr Graves commented on the ditch at Bradstow Lodge (BL) which was culverted and then put back to a ditch some months later. He commented that some of the current committee knew that this work should not have been undertaken. Mr Graves questioned the costs involved. JP explained the rationale for culverting the ditch at BL and explained why IEL had to re-instate the ditch. Mr Graves then went onto comment about the small amount of concrete used to support the recently installed kerbing on the Estate, he said that it was not fit for purpose and would need re-doing in 5 to 7 years. JP thanked him for his feedback. Mr Frost commented on another culverted ditch and explained that the environment agency was satisfied that as long as the capacity was not made any worse by culverting then there were no issues. JP said that things have moved on since and that there was no option to fight the decision of the flooding authorities. JP said the next question was from The Laurels- 'could a 'No Parking' sign be put on the verge (opposite The Laurels, Chalk Road), vans, lorries, tankers and cars tend to park opposite the driveway of The Laurels, as there is a high kerb stone one side and an oak post on the other verge it is very difficult to turn into our drive?' JP confirmed that IEL will not be introducing any additional signage around the Estate at this time. He confirmed that residents and visitors should refrain from parking on the roads and verges. JP said there was an additional question from The Laurels- 'do we still have a contractor for doing work on Ifold Estates? What happened to Ansell's contract?' JP confirmed that IEL uses several contractors and Ansell's is one of them. JP confirmed that IEL puts contracts out for tender where it can in order to get the best price. JP said that the next question is from Berrylands Farm – 'when will you stop contractors destroying wildlife habitat and killing wildflowers on verges of The Lane by the horrendous scalping with strimmers? Think you need to refer to the Wildlife and Countryside Act. Re: Damage /removal of wildflowers and habitat'. JP confirmed that the IEL committee have taken on board the feedback and there will be no strimming along The Lane until much later in the year. PW said The Lane will probably be strimmed around the end of July. JP asked that members don't wait until the AGM to raise any issues but to contact IEL anytime throughout the year or come along to one of the monthly meetings as all visitors are welcome. JP said that the last question was from Ellwood, 3 Pannells Ash – 'has any consideration been made to the apparent change of use of the garage on Hogwood Road from a repair shop to commercial sales of vans?' JP said that IEL has acted by issuing an estate maintenance charge to the garage as it is no longer viewed as a 'community amenity' so exempting them from the charge. JP explained that the use of the garage is outside of IEL's remit. JP confirmed IEL's remit and said that residents are often unclear as to what are IEL's responsibilities.

7. Any Other Business

JP asked if there were any further questions, Mr Graves asked if there was any plan to replace the damaged oak posts around the Estate. JP said that there was a recent walk round by the committee looking at works required around the Estate. JP said that decisions will be taken as a result. There was then a discussion about oak posts versus shrubs versus kerbing for verge protection. Mr Graves said that most residents preferred shrubs and therefore enquired as to why there was such a vast kerbing programme last year. He said that people drive up the kerbs onto the verges and there are few bushes planted on The Drive especially to prevent this from happening. JP said that the recent walk round identified where shrubs and posts are

required and action will be taken as a result. There was a discussion about site traffic damaging the verges at recent developments. Mr Graves wanted to know if developers are contacted in advance of any development to get a written undertaking that they will repair any damage done to the roads and verges. JP confirmed that IEL is in contact with the planning committee on the Parish Council asking that the developers produce a plan of work showing off street parking to accommodate site traffic. Mr Graves recommended putting a charge against the property being developed if the contractor is not fulfilling their obligations to repair any damage done to the roads and verges. Taking this action would then result in forcing the developer to fulfil their obligations to repair any damage caused. Mr Frost clarified that the residents were asked if they preferred oak posts, shrubs or flexmasters to protect the verges and kerbing was not included as the role of kerbing is to consolidate the road to stop erosion at the road edge. He said shrubs were preferred by the majority. He said flexmasters were to be used as a temporary measure only. PW said that he along with some others responded to a letter asking for volunteers and that all the criticism aimed at the committee today about the kerbing etc was made by former committee members and he explained that the new committee are trying their best and are learning 'on the job'. He asked for residents to come along to the monthly meetings if they want to offer support. PW said the best way forward is that we all work together for the good of the community to which all present agreed. CS said that instead of members saving their negative feedback for the AGM she encouraged them to come along to the monthly meetings to discuss any issues. Mr Frost asked about bad debts. DG confirmed that there was only one outstanding debt from last year. JP said that IEL's debt collection process put in place by Peter Hunter has proved very successful. Mr Frost wanted to know if all the bad debt written off in 2018 accounts was due to road charges being written off. He said that if the committee hadn't written off the bad debt then the accounts would not be in deficit by £2500. JP said the accounts were in deficit due to overspend on the civils works. JP said that a budget has been completed for 2019. Mr Graves insisted on knowing the detail of the bad debt write off. DG said to provide that level of detail she would need to refer to her online accounting system. Mr Taylor suggested allowing the committee to return to this question. *Post meeting note: The bad debt reported in the 2018 accounts was made up of delinquent road charge fees for two properties, each spanning multiple years from 2015 to 2017.* Mr Marrable commented on the accountant/ auditor costs saying it had doubled in recent years. *Post meeting note: Since 2016 IEL has an online accountancy system which provides instant access to all the accounts which was not in place before that date hence providing added value to what went before. This statement is inaccurate as the accountant/auditor fees in 2015 before the new accountants/auditors were introduced was £3780, fees since have been 2016 : £2260, 2017: £2754 and 2018: £2896 so still less than 2015.*

8. Chairman's thanks to attending Meeting

JP thanked all those residents for coming and attending the meeting. Mrs Seager-Thomas thanked all the committee for their hard work

The meeting closed at 4.30pm.