

DELAMERE PARK MANAGEMENT LIMITED

Minutes of Ordinary Meeting of Plot Owners held at 1930 hrs on Thursday 11th September 2008

Present: J M P Kolodziejski (Chair of Trustees)
L J Bowman (Trustee),
P D Rogers (Trustee),
K R Glover (Trustee),

Also present: A Baskerville (Facilities Manager)
P Bentham (Accountant, Sawyer Quine)

1. INTRODUCTION

JMPK welcomed plot owners to the meeting. She outlined the agenda for the current meeting.

KRG advised plot holders that one Trustee nomination had been left at reception but had not been received by the trustees, therefore Lesley Sharkey was to be co-opted as a trustee at the next trustee meeting.

David Whitby asked whether a co-opted trustee had full decision making rights. KRG promised to get back but thought that they did.

KRG stated that there were two omissions from last year's minutes, proxy votes for resolution 2 were 40 for and 24 against and the thank you for maintaining the plants in the clubhouse went to Bob Capel not Bob Campbell.

KRG asked if the minutes of the last meeting held on 06/09/06 were considered to be a true and accurate record of the meeting. Proposed by John Firth and seconded by Derek Pearce. Following a show of voting cards the minutes were taken as read.

2. REPORTS FROM TRUSTEES

Buildings – K R Glover

Plot holders had previously received a copy of Keith's report. The promised update on the showers and walls in the swimming pool area was not available due to the Builder (Clegg) not attending a scheduled meeting. DPML have now written to the builder to request a response. KRG has approached a firm of specialists with a view to obtaining an independent report and would advise residents of any progress. Bob Hunt reiterated that we should get a specialist report.

Mr Wilson asked if we held any retention, KRG stated that we still held between 8 and 9 thousand pounds.

Mrs Mclean asked about a harness for the disabled shower room seat, KRG said he would discuss with her after the meeting.

Communications – Lester J Bowman

LJB – No more to add to written report already distributed

Finance Report – Paul Rogers

PR answered a question from the previous OGM regarding the fire claim expenditure stating that the capital spend was £787k plus £20k of revenue costs. Funded by Insurance claim of £642k, interest received £25k leaving a shortfall of £140k, which had been funded from plot holder contributions. Over and above this, around £135k of input VAT on supplier invoices had been recovered from HMRC.

PR outlined the proposed 2008–2009 contributions and then moved onto explain that in the previous year the full rate of 17.5% VAT had not been added to the contributions, this year's contribution level now included a provision for VAT at the full rate. Other cost and inflationary increases amounted to 3.3%.

PR proceeded to give an overall view of the VAT position and confirmed that the worst case scenario was now provided for. He stated that we had met with an HMRC official who had confirmed that Delamere Park was treated as a single supply business and that for any change to this situation to be considered DPML would have to propose a structural change and then HMRC would give us an opinion. In the view of HMRC, the deeds of covenant would also have to be changed for each property. This was being pursued with our solicitors.

David Whitby asked why golf clubs did not pay VAT on subscriptions? PR replied that to date, despite previous requests nobody had come forward with any information, suspicion that they did not want their own affairs looked into clearly. Anybody who had information was asked to give it to the trustees.

Derek Lawton asked why had HMRC gone back to January 2004? PR responded that that was HMRC decision and presumably reflected the period they were entitled to back date any assessments.

Derek Lawton asked PR to confirm that VAT was now provided for at 17.5%. PR confirmed.

Clifford Harrison asked whether we had had a VAT visit? PR replied that he was not aware of one.

PR started to outline the budget starting with bar sales and apologised for not splitting the bar and food sales in the budget details he had circulated. PR gave comparisons between previous periods which showed an increase since the bar refurbishment of around 10%. Food sales over a 9 week period had totalled £900 and based on this the budget had been set to achieve £5,000 of food sales, to be reviewed after 3 months.

Ray Balmer queried bar profit/Loss and PR confirmed that the budget did include a loss, but it should be noted that overhead costs were not included and also that all activities were in fact subsidised by plot holder contributions, not just the bar. Richard Kołodziejcki pointed out that the retail % increase was very good considering the current economic climate. David Whitby queried the bar usage.

PR informed the plot holders that it was with regret that he had decided to resign as a trustee, as the time demands were too onerous.

The decision was met with regret and there was an overwhelming round of applause from the attendees.

JK took a vote on whether to adopt the 2008–2009 budget. Budget passed with only 1 vote against.

PR was asked to reconsider his decision. PR said not for the present but he will continue to offer his support.

Stan Mendham (ex trustee) asked whether the trustees would look at increasing the levels of support. PR said that the working practices and environment would be assessed.

Robert Hunt also asked Paul to reconsider.

Tom McClean suggested that the work load could be spread more thinly either through more trustees or volunteers to assist.

KRG responded the question of increasing the number of trustees to seven had been considered, but any such change would need a special resolution passed by 75% or more plot holders. On the subject of volunteers he said that there had been limited response in the past.

Lesley Sharkey asked about changing the trust deed. KRG explained that that would take a special resolution as explained before.

Tom Mclean suggested that non attendance at the meeting was not a sign of apathy. PDR pointed out that only 12 proxy votes had been received and the last referendum only had a 53% response rate.

PDR also suggested that it would be possible to have another level of committee between the trustees and plot holders and that this would be looked at.

Vote on the reappointment of auditors taken proposed by Keith Glover and seconded by David Whitby. Passed on a show of hands.

David Coxhead pointed out that of the original estates created by Whelmar only Delamere Park survived as intended.

The Fitzsimmonds Award went to Brian & June Hoyland for their commitment to maintaining the club house flower & shrub beds, in conjunction with their team of helpers.

JK thanked everybody who was involved in the bar & kitchen refurbishments.

JK thanked Lester Bowman (retiring trustee), Paul Rogers & Keith Glover for their work.

JK appealed for volunteers to organise a children's Christmas party.

JK formally declared the meeting closed at 20.30 and thanked everybody for attending.

Alan Baskerville

18/9/08

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