

DELAMERE PARK MANAGEMENT LIMITED

Minutes of Annual General Meeting of Plot Owners held at 1900 hrs on Thursday 22nd September 2016

Present:	John Gilbody (JG)	(Chairman,
	Darren Shepherd (DS)	(Trustee),
	Ian Sharp (IS)	(Trustee),
	John Muir (JM)	(Trustee),
	Carla Brown (CB)	(Trustee)
Also present:	Steve Hayes	(Estates Manager),
	Philip Bentham (PB)	(Sawyer Quine Chartered Accountants),
	Tim Hopkins	(Hopkins Coats Consulting Engineers)

1. INTRODUCTION

The Chairman welcomed plot owners, made the introductions and outlined the agenda for the AGM meeting. It was agreed that the notice of meeting should be taken as read.

2. MINUTES

The minutes of the Annual General Meeting of September 2015 were approved by Plot-owners. The Chairman asked if there were any questions on the Minutes of the Special General Meeting held on 12th July 2016. Following a vigorous discussion and a number of points of accuracy raised by Mr. Stewart it was agreed that the approval of the minutes be taken off the agenda and points raised by Mr Stewart be discussed outside the meeting.

3. CHAIRMAN'S REPORT

The Chair thanked his fellow Trustees, and Plot-owners for their support. He also thanked groups and individuals who had volunteered their time supporting Park activities. The Chair also thanked Delamere Park employees for their hard work in support of the Park and Plot-owners.

The Chair went on to outline some of the achievements of the past year such as the maintenance of a varied programme of events including Gala Day, Bonfire Night, Children's Christmas Party and the Youth Club.

There was reference to future projects particularly the pool hall, changing rooms and plant room upgrades

The Chair emphasised the sound financial position and went on to say that due to sound financial management over the year no increase in Plot-owners contributions would be sought for 2016-17 consequently the (full) annual fee of £676 would remain the same.

At the end of his report the Chair made a brief statement explaining that after much consideration he had decided not to stand for re-election and would be stepping down as both Chairman and Trustee. At this point John Muir took over as Chair of the Meeting and John Gilbody took a seat on the floor.

The Chair thanked John Gilbody on behalf of the Trustees for his significant contribution to Delamere Park and wished him well for the future.

The Chair then took questions from the floor on the Chairman's report. Most of the discussion centred on how the facility upgrades should be funded. This was raised initially by Chris Hardy. Mark Relf spoke about the need to set aside funds for repairs to / replacement of the roof.

4 BUDGET 2016-2017

The Chairman asked Phil Bentham of Sawyer Quine to give Plot-owners an overview of the budget. Phil stressed the cost pressures arising from the Living Wage and Workplace Pensions legislation would require careful handling to contain costs. The Chair asked the Plot-owners to approve the budget and the Plot-owners contributions for the year to 30th September 2017. The budget and Plot-owners contribution were approved.

5 TRUSTEE NOMINATIONS

Because John Gilbody had stepped down from the Board of Trustees and not offered himself for re-election Paul German was the only candidate for the vacant Trustee position and was unanimously elected. The Chair congratulated Paul German on his appointment and invited him to join the Trustees at the table.

6 APPOINTMENT OF AUDITORS

The Chair proposed that Sawyer Quine be retained as auditors and asked Plot-owners to authorise Trustees to agree their remuneration. The motion was passed unanimously

7 CLUBHOUSE FACILITIES UPGRADE.

Tim Hopkins, Consulting Engineer, of Hopkins Coats gave a presentation on the background to and rationale for the proposed upgrade of the clubhouse facilities focussing on the most critical aspects highlighted in the building survey report. Ian Sharp gave the Trustees perspective and Steve Hayes outlined the health and safety aspects and implications for the building fabric if no action was taken. There were a number of questions on the technical aspects of the project and how it should be financed. There was a consensus that finance should be from a mix of reserves and borrowings. A vote was taken and the proposal to upgrade the facilities was passed unanimously.

8 ACCESS TO THE CLUBHOUSE

Following the decision of the SGM of 12 July five options for who should have access to club-house facilities were set out in the agenda papers. There was a lively debate particularly around the Corporation Tax implications. Phil Bentham of Sawyer Quine gave his professional opinion that a tenant contribution taken under Option 1 would have no effect on the tax position of Plot-owners contributions. While the tenant contribution under Option 1 would be liable to corporation tax Plot-owners contributions would not. Tony Landells asked Phil Bentham if he could confirm the Corporation Tax liability incurred by a tenant under Option 1 would be extended to all payments they made to DPML and not just their tenant access contribution. Phil Bentham agreed that it would have to apply to all payments.

The options were put to the vote and Option 4 was carried. The result was as follows:

Option 1- 16 votes; Option 2 - 13 votes, Option 3 - 7 votes, Option 4 - 131 votes, Option 5 - 2 votes.

9 RESOLUTION RECEIVED

The Chair explained that as Option 4 had been agreed and as this was essentially what Mrs. Dymond's resolution was it only remained to agree the wording of the necessary changes to Bye-law 2.3. By voting for the resolution Plot-owners would be accepting Mrs Dymond's wording of the Bye-law 2.3 by voting against they would be in favour of the necessary changes to Bye-law 2.3 being drafted by the Company's legal advisers The resolution was discussed and a number of Plot-owners were of the opinion that if Mrs Dymond's resolution was passed it was the Trustees responsibility to ensure the legality of whatever form of words were agreed. The resolution was the put to a vote and Mrs. Dymond's resolution was passed by 132 votes to 16.

10 FITZSIMMONS TROPHY

The award went to Rick Jennings for his community involvement in organising and making a success of the fireworks display at Delamere Park last year.

11 THANKS

The Chair thanked advisers, the Estate Manager and employees for their contribution and there being no further business declared the meeting closed.