

DELAMERE PARK MANAGEMENT LIMITED

Minutes of Ordinary Meeting of Plot Owners held at 1930 hrs on Thursday 13th September 2012

Present: Chris Hardy (CH) (Chair of Trustees),
Frank Stewart (FS) (Trustee),
Anne German (AG) (Trustee),
Carla Brown (CB) (Trustee),

Also present: Alan Baskerville (AB) (Facilities Manager),
Philip Bentham (PB) (Accountant, Sawyer Quine),

Apologies for Absence: Amy McKee (AM) (Trustee),

1. INTRODUCTION

Chris Hardy welcomed plot owners to the meeting and introduced the top table. He outlined the agenda for the current meeting.

Chris Hardy asked Alan Baskerville to report on the outstanding action from last year's minutes regarding the pool table income. Alan reported that the then bar manager had not been passing the pool table monies through in a timely manner which had distorted the actual forecast and budget, as shown in the budget papers. Subsequently a review of the process had taken place and the pool table monies are now banked weekly and are checked to the meter reading. Chris Hardy asked if the minutes of the last OGM meeting held on 15/09/11 were considered to be a true and accurate record of the meeting. Following a show of hands the minutes were taken as read.

2. REPORTS

Plot holders had previously received a copy of the Chair's report. Chris Hardy gave an overview of the previous year achievements and talked about future plans. He also thanked Martin Cutbill for his work as a Trustee up to the time he moved off the Park, Frank Stewart and Anne German who were not standing for re-election were also thanked for their work as Trustees, Chris Hardy also invited any interested residents to consider being co-opted onto the board. A big thank you was given to the numerous residents who volunteer their services during the year, Paul & Maria Rogers who were last year's recipients of the Fitzsimmons award were thanked again and presented with a small gift for their ongoing support. The Fitzsimmons award this year went to Derek Lawrenson for his work in organising the Jubilee Day. Derek thanked all the residents for the award with special thanks to all the volunteers that made the day possible.

3. BUDGET 2011-2012

Chris Hardy then presented the summary budget which showed a 1.5% increase in resident's fees. Chris Hardy asked if there were any questions on the proposed budget.

John Bickley asked if there had been any further consideration given to out-sourcing the gardening services in-line with the results of the resident's survey. Chris Hardy responded that he did not have the survey results to hand, but during the coming year the Trustees were undertaking a review of Delamere Park staffing structures and would report back as appropriate.

Keith Murray then referred to a previous OGM where he felt that there was an outstanding action on the trustees to investigate the outsourcing of the gardening services and report back to residents. Chris Hardy said that he would look into.

John Miller asked whether a copy of the budget could be included in the 2nd notice prior to the meeting. Chris Hardy responded that the 2nd notice did include reference to the fact that a more detailed analysis was available to any resident from the clubhouse, however if residents felt that it was necessary it could be arranged. An informal show of hands showed that the majority of residents in the room were happy with the current arrangements.

Chris Hardy then asked for a vote on the 2012-2013 budget, the budget was passed on a show of hands.

4. TRUSTEE NOMINATIONS

There were 2 trustee nominations Carla Brown & Darren Shepherd.

Carla Brown & Darren Shepherd were elected as Trustees unanimously.

5. APOINTMENT OF AUDITORS

Chris Hardy then proposed that the trustees retain Sawyer Quine as auditors and approve their remuneration.

Passed with no objections.

Alan Baskerville
13/09/12