



# **OTTERSHAW PARK ESTATE COMPANY LTD & OTTERSHAW PARK WOODLAND LTD**

## **Minutes of the Annual General Meeting of both OPEC Ltd & OPW Ltd**

**Held at Christ Church Hall Guildford Road, Ottershaw  
on Thursday 26 November 2015**

The meeting was opened by the Chairman at 8.00pm. In attendance were 18 members representing 17 properties. The Chairman welcomed everyone present.

### Apologies:

Were received from : Sandy Goldblatt, Dennis Kerrigan, Russell Jacobs, Lee Moore. John Gower. Proxies provided by: - DK/RJ/LM

### 1.) Minutes :

***The minutes of the Annual General Meeting held on the 27 November 2014 that were previously circulated were approved :***

Proposer: Barry Percy      Second: Chris Lemon      Vote in favour: 20  
no objections or abstentions

### 2.) Chairman's Report

This report had been circulated weeks before this meeting, therefore the Chairman highlighted areas outstanding or of particular note, especially if they impacted on reserves or budget for 2016:-

The Woodland: walkways are complete and being enjoyed by OP residents

Outstanding tarmac: driveway of No 21 and Mansion Wing.

"Tanglewood Road": work had been carried out by R Sampson.

Lighting work: has been delayed due to the fact all lights need to be replaced with LEDs.

Willow Farm: The Chairman confirmed that we still have not heard from Runnymede Council even after being chased as the Travellers 3 year temporary permission comes to an end Autumn 2016.

*The following formal business was then transacted:-*

3) Report on Financial Accounts

Nigel Eastment spoke for a few moments on the benefits of our reserves which should stand at £72,815 on 31/12/15. Currently work needs to be carried out on the bridge. The last time work was carried out was 5 years ago and necessitated £30k to be taken from reserves, if we were to carry out extensive work it could be in the order of £25k, it has been decided to carry out the most urgent work to balustrade and road surface requiring £13,400 from reserves. A service charge increase will recoup some of this expenditure.

4) Accountants & Remuneration

**To appoint Henibay Ltd as auditors to the Company and to authorize the Management Committee to agree their remuneration:**

Proposer: Robbie Sampson      Second: Ray Vincent      Vote in favour:20  
No objections or abstentions

5) Budget 2016

The Chairman asked if there were any queries on the budget previously circulated - as there were none the votes on the two resolutions ensued:-

**i) That a general service charge be agreed for 2016 in the sum of £250.00 payable on 1<sup>st</sup> January 2016**

Proposer: Chris Lemon      Second: Joe Carlin      Vote in favour: 20  
No objections or abstentions

**ii) that reserve funds are used to implement various projects (listed in the previously circulated budget ) to a maximum expenditure of £29,800**

Proposer: Simon Wilcox      Second: John Athersuch      Vote in favor :20  
No objections or abstentions

6) Appointment of Management Committee

**a) For members to approve the Management Committee for 2016**

Freeholders (1-14, 26-29)	Nigel Eastment/Mick Roche
Freeholders (15-25a)	John Athersuch/Elizabeth McEntaggart
Tulk House	John Gower
The Mansion	Mary Turner/Reidun Karlson

Proposer: C Lemon      Second: Barry Percy      Vote in favour: 20  
No objections or abstentions

The Chairman thanked Simon Wilcox for his sterling efforts representing Tulk House who has regretfully had to resign due to increased travelling for work.

**b) For members to vote to approve the current arrangement that the OPEC Management Committee act as the Directors for OPW for 2016.**

Proposer: Ray Vincent      Second: R Sampson      Vote: 20 in favour

No objections or abstentions

7) Any other business

We were alerted to the fact that the light along Tanglewood Road was not operational and made the road potentially dangerous, Robbie Sampson confirmed it had not worked for a very long time and confirmed he was not opposed to a PIR sensor light being fitted. Nigel Eastment suspects it is Runnymede's responsibility but will check and see what can be done.

Aileen Egan lamented the poor attendance at social events in the Park, John Athersuch suggested every couple of years a higher profile event might inject new interest and better attendance.

The meeting closed at 8.37.