
Team Meeting

ACTIONS

DATE AND TIME: Wednesday 17th February 2016, 19:30 – 21:30

LOCATION: Cricketers

| Attendees | | Apologies |
|------------------|----|----------------------------------|
| Clinton Hunt | CH | Jean Clavey – JC |
| Daniele Hammond | DH | |
| Tony Rich | TR | |
| | | Not present but mentioned |
| | | Debbie Bush – DB (now resigned) |
| | | Martin Baldry - MB |

Agenda

1. Highland Court roof development

TR and CH explained that a new roof development proposal had been received by Woodford Interiors. This had been initiated by TR.

Their proposal had been presented in a document and this had been distributed to the team prior to the meeting. DH indicated that the proposal looked of high quality and this was supported by TR and CH. Three key advantages were included in the new proposal, namely:

- A zinc roof would be applied thereby increasing the life of the roof. This would be guaranteed for 30 years but could be expected to last 70 years.
- The new company had no interest in having a separate lease to the existing one of Highland Court. And so the new flats would fall under an extension of the existing lease.
- An increase in capital to £250,000 – a 25pc increase over Southern Territory.

DH queried if the sum would be paid to owners or to Highland Court. TR and CH advised HC. DH asked if this sum would be needed by HC once all the works had been completed. TR and CH explained that substantial additional work could be carried out over and above the proposal. Additionally, the sum would ensure that the maintenance charge could remain constant for the foreseeable future.

DH also questioned whether those owners with a garage would be entitled to a parking space. DH suggested not and CH agreed. Discussion followed and it was suggested that as a number of additional spaces would be created those with a garage wishing to park their vehicle in the car park could rent a space from HC. Further discussions to follow.

It was agreed, however, that the issue with parking spaces would be addressed regardless of whether the roof development materialized or not and that parking spaces owned by the owners would be allocated and numbered and that garage owners would either park their vehicle in their garage or make alternative arrangements.

With respect to the roof development it was agreed that a meeting should be held with MB, director at Woodford Interiors.

Action: CH to arrange meeting between MB and the HC team

Update: CH has contacted MB requesting dates for a meeting.

2. Debbie Bush

It was noted that DB had resigned with immediate effect. This was noted.

It was agreed that the availability of a director role would be made clear at the next AGM. However, it was agreed that the team should be able to function effectively with just four members.