
Highland Court (Woodford) Limited

ANNUAL GENERAL MEETING –MINUTES

DATE AND TIME: Wednesday 9 June 2021 at 7.00pm by Zoom.

Attendees		
Clinton Hunt (26)	CH	Not present but mentioned
Jean Clavey (35)	JC	Harwood Hutton - HH
Daniele Hammond (33)	DH	Gary Calder - GC
Julian Hazeldine (16)	JH	
Brian Ray (27)	BR	Apologies
Tony Rich (19)	TR	
Pam and Allstree Fisher (24)	PF	

Minutes

1. TO REVIEW and, if thought fit, approve the accounts for the year ended 30th June 2020.
There were no queries raised on the accounts for the year.
Accounts for the year 2019/20 were approved by all.
2. TO CONSIDER, and if thought fit, re-appoint Harwood Hutton as accountants to the company until next AGM.
Harwood Hutton was reappointed.
3. TO VIEW a presentation by the Directors. CH gave the presentation which covered:

- **Key Achievements for the Year –**

- Improvements to Highland Court's Grounds

GC had continued to make general improvements to the gardens and was continuing to develop the wildflower meadows, which would take some time to become established. The treatment of the Japanese Knotweed is continuing, and details of the treatment and guarantee can be found on the website.

- Covid-19 Community Support

We set up a WhatsApp group for residents to join that could offer help to anyone stuck at home or in need. This remains in place and is being used to raise awareness of local issues etc. Anyone wishing to be added should e-mail the Directors.

- Replacement of Intercom

We have had the intercom system replaced by Beta Security. This was necessary due to numerous faults, the "daisy chain" issue and the dependance on just one keyperson for repairs.

- **Moving Forward**

Recycling

BR had raised the issue of lack of recycling capacity and the adverse effect of this on the appearance of the entrance to the site. He had suggested that the bins could be moved to the rear of the site. This would be investigated by the Directors. It was also possible that one of the general rubbish bins could be swapped for additional recycling.

Development of the Rear of the Site

The Directors have triggered a new Section 20 process in order to improve the rear of the site. Phase one of the four phase process will finish at the end of the month. The aim is to replace the shingle with Indian stone slabs; the area will have six new washing lines, a two-tiered secure bike rack with lighting set on a solid concrete base, and a potting shed/greenhouse for GC's use (the existing plastic greenhouse was destroyed by high winds). The area will be covered by CCTV. The cost will be met from existing funds and there will be no additional charges.

Rooftop Development

- The Directors have been approached by three companies wishing to develop the Highland Court roof space. All three have visited to conduct an initial assessment and have confirmed it is potentially viable. The Directors submitted a wish list to them of what we would hope to gain from the development, including balconies, new paths and a considerable sum being added to the reserve so that the service charge could be frozen at the present level for the foreseeable future. Their responses will be reviewed, and a preferred developer selected, after which a special meeting would be arranged during the summer for all flat owners to attend. Any potential development would only come about once a full site suitability survey had been completed and planning permission was secured.

The Directors believe that there is real potential for injecting significant investment into Highland Court thus improving the site so that it becomes one of the best 1970s built blocks in the area. It currently takes us a long time to save up for all repairs and improvements and it will be a real benefit to know that the roof will be watertight and guaranteed for 30 years. There was general interest in this, although BR said he would need time to consider, particularly in relation to car parking.

Revised Priorities agreed at 2021 AGM

Phase 1 (2021/22) –

Redevelopment of the rear of the site, including new paving, washing lines, bike rack, potting shed/greenhouse.

Phase 2 (2022/23 or later)

- (a) Resurfacing of paths – although urgently needed, it is not advisable to carry this out until Thames Water have completed their work within the grounds. The cost is likely to be around £40,000.
- (b) Decorating/major clean.

The revised priorities were agreed.

- 4 TO RECEIVE the resignations of the present directors. TO CONSIDER and if thought fit, re-elect those officers offering themselves for re-election for the ensuing year and to consider the election of additional directors for the ensuing year.

The re-appointment of CH, DH, JC, and TR was agreed.

The directors would welcome assistance from other owners, and anyone interested in becoming a director, or volunteering in other ways such as helping around the site and with the wildflower areas, or having other ideas, should contact them.

5 Any other business:

JH proposed a vote of thanks to the directors for their work during the year.

The meeting finished at 7.40pm.