



MOORHAVEN VILLAGE MANAGEMENT CO LTD
THE ESTATE OFFICE MOORHAVEN VILLAGE IVYBRIDGE DEVON PL21 0EX
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Minutes of the Directors Meeting held on Monday 17th March 2014 – 19:30hrs
at 1, Moorfields, Moorhaven Village

	In Attendance – Elayne Hoskin (EH) – Chairman, Trudi Bell (TJB), Paula Clough (PC), Kieron Crawley (KC), Donna Healy (DH), Sally Morgan (SM), Charlotte Tickle (CT) Lesley Abraham (LAA) – Administrator	
1.	Apologies for this meeting have been received from Kathy Fricker (KF).	
2.	Minutes of Last Meeting – 17 th February 2014 The minutes were agreed as a true record of the last meeting and EH appended her signature accordingly.	
3.	Matters arising from the minutes as (2)	
i)	Possible further co-option of Director – as AGM is approaching suggest that Shareholder puts their name forward for election.	
ii)	Lighting timers have been changed to reflect lighter evenings but KC to attend to splitting of passageway lighting from main circuits.	KC
iii)	Basketball hoop in formal gardens – EH to arrange for removal with Shareholder.	
iv)	Transfer of Storeroom Entrance – Tower Lane. There is a complication over current ownership of the land; the Administrator to discuss options with the Company's solicitor and proceed as appropriate.	LAA
v)	Views from rear of Tower Lane. It was noted that the over-height trees that were blocking views have been removed by a Shareholder.	
vi)	Water meter has now been found and read. The Administrator will discuss with Shareholder with regard to installation of a sub-meter for paddock supply.	
vii)	Quotes awaited for re-plastering and pillar repairs; the Administrator will monitor.	LAA
viii)	The Administrator was asked to email DNP to thank them for refurbishment to footpath to the Moor.	LAA
ix)	TV Boxes – following the survey by a Shareholder it was reported that the doors are mainly sound but some minor repairs are required to the frames. The boxes identified are as follows but could Shareholders please advise any that have been missed:	LAA

	1 Tower Lane – Main Board 2 Tower Lane Central 3 The Mews 5 Church Lane Central 6 Church Lane East 7 The Grove 9 Moor Park 12 Moorfields Central East Moorfields Central West 13 Moorfields West Moorfields East The Shareholder who undertook the survey will be requested to undertake the repairs as soon as he can schedule them, bearing in mind that the repairs are not urgent. It was also noted that the key to the boxes would be made available to enable a more complete inspection. It was also agreed to undertake a survey of Shareholders current TV arrangements to review current provision. CT to prepare draft survey for distribution.	LAA CT
4.	Administrators Report The Administrators Report had been distributed with the Agenda and the details therein were discussed.	
5. a)	Financial Update 2013 Accounts – Signoff The Final Accounts for 2013 have been received from the accountant and were signed off by the Chairman. b) 2014 Profit and Loss was discussed; little to report at this early stage of the year. c) Debtors Current issues were discussed.	
6. a)	Planning, Buildings and Environment Planning Register 2 outstanding matters were discussed; no further issues have been brought to the company's attention. b) Village Maintenance and Development Village walkabout by Directors; it was agreed that each Director would survey their own area of the village and advise of any works required. It was noted that the bus shelter has become a general dumping area for videos, books, magazines etc. Whilst the book share is a positive facility for the village Shareholders are reminded that the area should not be used to dispose of old media material. CT will arrange a notice for the website in this regard. Remarking of parking spaces in Tower Lane / The Mews. The identification exercise has clarified ownership of the parking spaces in this area and, as a result, the problems have been somewhat alleviated. It was agreed to delay the	ALL CT

	remarking of spaces for 12 months and residents are asked to take up any ongoing parking issues with their neighbours. b) Moor Park – details of the suggested new fence line, following removal of the fallen tree, has been provided to the Company. The Administrator will confirm acceptance and fence construction to the Shareholder. c) Health and Safety No further issues have been brought to the Company's attention	LAA
7.	a) Grounds Maintenance The Grounds Report had been distributed with the Agenda and the details therein were discussed. b) Jays Hedge Cutting TJB confirmed that the planned hedge cutting at The Jays has now been completed.	
8.	Open Forum – 6th March 2014 All agreed that there had been a good response from residents to the Open Forum and that the meeting was very positive. Thanks to CT for facilitating discussions were recorded. CT agreed to prepare list of the issues raised and will circulate to Directors. It was noted that a closed FaceBook group has now been created for resident's use; named - 'The Bus Stop'. A new Resources Page has also been created on the village website. Residents can add details of their own businesses and also provide local tradesmen recommendations to others in the village.	CT
9.	a. Correspondence Croquet Lawn Tree Correspondence has been received querying the replanting of the area where the tree was removed on the croquet lawn recently. TJB advised that the Company will be replacing the removed Red Cedar with a specimen ornamental Acer type tree; this will not obscure views from the surrounding houses. Planting will take place in Autumn / Winter 2014. b. A leaflet has been received from Independent Utilities regarding power saving initiatives; it was agreed that this was not applicable to MVMC. c. Communal Areas / Passageways Correspondence has been received requesting that the Company ensure that passageways and communal areas are not used for personal storage. Shareholders are reminded not to store personal effects in passageways and on communal grounds as this can cause Health and Safety issues in the village. d. Complaints have been received regarding unsupervised dogs in the formal gardens.	LAA LAA

e.	The dogs have been identified and their owner has previously been advised. The Administrator will contact the Shareholder to request compliance with the covenants. Complaints have also been received regarding the inconsiderate and noisy use of the private communal area to the rear of Tower Lane. It was agreed that a communication would be sent to all residents in the Tower Lane area reminding them that the grounds should be used for quiet recreation only and that no ball games are allowed. It was reiterated that is not acceptable for any communal area of the village to be used for noisy games at 7am on a Sunday morning.	LAA
f.	It was noted that a resident has been accepted to appear on the TV show Come Dine with Me. The Directors agreed that they have no issue with this providing it does not impede Shareholders use of the grounds.	LAA
10.	Communications Nothing further to report at this meeting.	
11. 11.a	Any Other Business EH advised that a Shareholder has offered to feed the fish in Tower / Church Lane pond; it was agreed that the Company should pay for the fish food. The number of fish in the pond has multiplied greatly in recent years so if any Shareholders would like to remove fish to populate their own ponds then please go ahead.	LAA
11.b	TJB requested that the pressure washing of tennis courts be done before Easter if possible. EH to discuss with Shareholder concerned.	EH
11.c	TJB requested that white-lining of the courts be arranged once the pressure washing has taken place.	
11.d	TJB advised that her husband has an electronic plan of village and would be willing to correct the plan with recent additions so that it can be used for grounds maintenance plans etc. Board thanked the Shareholder for his assistance.	
11.e	TJB – advised that a Shareholder has offered to provide consultancy to Directors on hard landscaping, roads etc. TJB to email and request a road survey be undertaken in the near future if possible.	TJB
12.	There being no further business the meeting closed at 21:15 pm Date of Next Meeting – 14th April 2014 at 7.30pm – 1, Moorfields	