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Minutes of the Directors Meeting held on Monday 10th July 2017 – 19:30hrs at 1, Moorfields, Moorhaven Village

	In Attendance – Donna Healy (DH), Sally Morgan (SM), Kieron Crawley (KC), Tim Douglass (TD), Clare Reason (CR), John Reynolds (JR), Charlotte Tickle (CT) Lesley Abraham – Administrator (LAA)	
1.	Apologies Roy Copestake had registered his apologies prior to the meeting.	
2.	Minutes of Last Meeting – 15th May 2017 The minutes of the previous meeting were agreed as a true record and signed by the Chairman.	
3.	Matters Arising from the Minutes as (2)	
i)	Transfer of storeroom – awaiting Shareholders appointment of a solicitor; the Administrator will continue to monitor.	LAA
ii)	The slate sign still needs adjustment but will be installed shortly.	TD
iii)	Moorfields drainage; the gulleys are still blocked. TD to arrange clearance; C/F to next meeting.	TD
iv)	Whilst major pothole filling has recently been undertaken there are still some minor pothole repairs required; the maintenance contractor will be asked to attend.	SM
v)	The Board recorded their thanks to JR for his work on renegotiating the electricity contracts.	
vi)	CR reported that a textile collection has now been arranged and notices have been posted on FaceBook; the Board recorded their thanks.	CR
4.	Administrator's Report The report had been circulated with the agenda and the details were discussed.	
5.	Financial Update	
a)	The Profit and Loss report was distributed with the Agenda. Nothing of concern to discuss at this meeting.	
b)	Outstanding debtor – regular payments are now being received in reduction of the long standing debt. The Administrator will continue to monitor.	LAA

6. a) b) bi) bii) biii) c)	Planning, Buildings and Environment Planning Register Nothing to report at this meeting. Village Maintenance and Development Parking - Untaxed Cars There is still an untaxed VW Polo in the Main Car Park. It was agreed that the Administrator should report this to SHDC and request removal. The parking is still being impeded at the top of Tower Lane; the Administrator will contact the Shareholder again to request they speak to their tenant. All Shareholders are reminded that vehicles should not be parked in any of the access roads around the village. Director's Walkabout – 3rd March 2017 As RC was not at the meeting - carry forward to the next meeting. White Lining The response from Shareholders to provide information on their parking spaces has been poor. CT will issue a reminder on FB and the Message-board. Health & Safety CT reported that The Jays had queried the lack of street lighting in the vicinity. This would be further investigated in the autumn as all lighting is disconnected at this time of year.	 LAA LAA CT
7.	Shareholders Welcome Pack and the Living at Moorhaven Documents 2 quotations have been received for printing the new combined booklet. It was agreed to commission the work for the lowest price (Erme Press). CR will update the format ready for printing.	CR / LAA
8. a) b)	Grounds Maintenance The issue log had been distributed to Directors with the Agenda; all issues have been addressed by the contractor prior to the meeting. CT asked if the banks at The Jays were covered by the contract as Jacqui has expressed concern that these have not been cut. It was agreed that the proprietor should take this matter forward with the Shareholder who owns the property. Tree Survey The maintenance contractor will continue to monitor the trees as part of his usual schedule.	
9.	Parish Council Minutes The Parish Council Minutes had been circulated with the Agenda; nothing of interest at this meeting.	
10.	AGM – 12th July 2017 Only 2 nominations for Director have been received. It was agreed that it will be made clear to Shareholders that it is important for anyone who is interested in becoming a Director to put their names forward. Some of the existing Board are willing to be co-opted again but new blood is urgently required. It was agreed that CT will address the AGM to explain the position.	CT

11.	Village Improvement Proposals This will be discussed at the Open Forum following the AGM; carry forward.	CT
12.	Correspondence The Administrator reported that an email has been received regarding the maintenance of the passageway in Tower Lane. It was agreed that quotations be sought to address this.	SM
13.	Communications Nothing to discuss at this meeting.	
14.	Any Other Business SM asked the position regarding over-height trees in Shareholders gardens; was the covenant policed? It was agreed that this covenant would be upheld if such issues were reported to the Company.	
15.	There being no further business the meeting closed at 21:20hrs Date of Next Meeting: Monday 14th August 2017	