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**Minutes of the Directors Meeting held on
Monday 9th December 2013 at
1 Moorfields, Moorhaven**

PRESENT Trudi Bell, Paula Clough, Kieron Crawley, Donna Healy, Sally Morgan,
Elayne Hoskin – chairman

1 Apologies

Apologies received from Kathy Fricker and Charlotte Tickle. Lesley Abraham (administrator) (LA) was unable to attend. Elayne Hoskin (EH) to take notes.

The Board welcomed Paula Clough (PC) as a co-opted director.

2 Minutes of Last Meeting

Accepted: EH signed copy, to be passed to Lesley Abraham (LA), the administrator.

3 Minutes of Last Meeting

Possible further co-opted director – carry forward.

Electricity readings – carry forward.

Swings – awaiting second quote.

Street lighting: changes to the wiring of the passageway lighting.
Shareholder advised to clear the area, awaiting reply.

Street lighting timers: timing altered to 1600 -2030. Completed. Our thanks to Kieron Crawley (KC).

Adding a timer to the streetlight in The Grove. Awaiting further information from the shareholder who had offered to pay for the works.

Appearance of communal area, Tower Lane – carry forward.

Storeroom entrance, Tower Lane (sale) – carry forward.

Potholes – to be started asap, weather dependent.

Tower Lane – views etc. To be carried forward.

Poultry – confirmation received that the relevant residents will comply with this covenant.

4 Administrators Report

The report was discussed.

5 Financial Update

2013 Profit and Loss figures were reviewed: it was hoped that the year would end with a small surplus.

2014 Budget. – figures previously supplied. No increase in yearly charge. A general discussion and clarifications: all present voted thanks to DH and LA. All present agreed to assist with posting of service charge invoices.

Work Plan – revision method/personnel to be agreed. Carry forward.

Debtors – no further issues to report.

Water meter, Main Shed and Paddock supplies. It was confirmed that there was minimal use re Main Shed. It appeared that this meter was faulty, and needed to be reported.

Insurance: it was noted that three shareholders had given notice that they wished to leave the joint buildings insurance scheme within the advised time scale, but were still set to be charged for 2014. After discussion it was accepted by all present that (having given the proper notice) they should not be charged the 2014 premium.

It was hoped that the situation could be resolved without affecting the 2014 budget, and without necessitating the reprinting of the service charge letters.

A general discussion followed re the £75 charge for withdrawing from the joint buildings insurance scheme. It was suggested that:

Shareholders subject to the £75 fee for withdrawing from the joint buildings insurance should not be charged at the time of withdrawal from the scheme but that the £75 should be charged at the next time the covenant(s) for that property were altered.

All present voted to accept

6 Planning, Buildings and Environment

Planning Register – nothing new to report.

Deed of Release & Variation – no update, carry forward.

Village Maintenance & Development – no update, carry forward.

Health & Safety – ongoing issue, passageway lighting (see matters arising).

7 **Grounds Maintenance**

The Grounds Report was discussed.

General

Pothole filling programme to start, areas of most use prioritized: it was noted that this was weather dependent.

Quotes for the removal of the large Cedar in the corner of the Croquet lawn area and also for the coppicing of the Indian Yews to be sought.

Main Drive bank to be cut, other banks December/January.

Roadside hedge cutting will continue.

Christmas break: MFAS staff attending on 23rd, 24th (part) and 30th December.

Speeding – continues to be a problem.

8 **Correspondence**

No correspondence received.

9 **Any Other Business**

It was reported that speeding was an issue at Moorfields. A resident owned a set of temporary speed bumps that they were willing to deploy for a trial period

General discussion: it was agreed that the resident could go ahead with this temporary measure, provided that they consulted with neighbours. It was further agreed that outcomes etc would be discussed in the January 2014 meeting.

10 **Date of Next Meeting**

Next meeting to be held on 20th January 2014 at 7:30pm at 1 Moorfields.