



MOORHAVEN VILLAGE MANAGEMENT CO LTD
THE ESTATE OFFICE MOORHAVEN VILLAGE IVYBRIDGE DEVON PL21 0EX
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Notes of the Directors Meeting held on Monday 27th October 2014 – 19:30hrs
at 1, Moorfields, Moorhaven Village

	In Attendance – Elayne Hoskin (EH) – Chairman, Kieron Crawley (KC), Timothy Douglass (TG), Donna Healy (DH), Sally Morgan (SM), Charlotte Tickle (CT) Lesley Abraham (LAA) – Administrator	
1.	Alison Bradley (AB), Paula Clough (PC) and Kathy Fricker (KF) had tendered their apologies for this meeting. EH welcomed Timothy Douglass to his first meeting following his co-option to the Board.	
2.	Minutes of Last Meeting – 15 th September 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)	Transfer of storeroom is ongoing; the Administrator will continue to monitor.	LAA
ii)	The basketball hoop behind Tower Lane has now been removed.	
iii)	Plastering to the wall in Tower Lane; the contractor has broken his arm and is unable to fulfil the contract. TD has identified alternative contractors who may be able to quote and he will take this forward.	TD / LAA
iv)	Pothole works are to be scheduled; TD, who has experience in this type of work, will investigate options and report to the next meeting. CT to advise Shareholders.	TD / CT
v)	Dogs in the village; a communication is to be circulated to all residents as minuted in May.	CT
vi)	Lock for the tap in the pond area of Church / Tower Lane – carry forward.	EH
vii)	Works to repair pillars and railings on the path to Moorfields to be carried out in November.	EH
viii)	Drive in Moorfields Access issues have now settled down. The Administrator was asked to reply to the Shareholder who raised the matter.	LAA

4.	Administrators Report The Administrators Report had been distributed with the Agenda and the details therein were discussed.	
5. a) b)	Financial Update 2014 Profit and Loss was discussed; no matters require attention but some budgeted expenditure is yet to be spent. Debtors Current issues were discussed. EH will liaise with the Administrator and write to Shareholders concerned.	EH / LAA
6. a) b) i) ii) c)	Planning, Buildings and Environment Planning Register The outstanding planning matters, detailed in the Planning Register, were discussed. The Administrator will advise Shareholders accordingly. Village Maintenance and Development Village Bins The Directors discussed possible sites for new bins around the village. The type of bins to be purchased was also considered. EH will arrange for the maintenance contractor to provide details of some suggested bins and these will be discussed with the 'dog poo actions group' to ascertain their views. The contractor will also detail suggested positions of the most used bins for consideration by the Board. Tennis Courts Copy of Laura's insurance still awaited. Health and Safety Street light timers will be adjusted now that the clocks have been turned back.	LAA EH AB KC
7. a)	Grounds Maintenance The Grounds Report had been distributed with the Agenda and the details therein were discussed. EH reported that hedge cutting is still being undertaken. It was commented that cutting should have been started earlier as the published plan indicated that cutting would be complete by the end of October. EH advised that hedge cutting to the end of November had been previously discussed and minuted (September). The Directors discussed a round-robin letter that has been received from the contractor which detailed a change of address and business reorganisation. Concerns were expressed that the contractor is getting behind with the maintenance tasks around the village as not enough man-hours were being expended on the contract. It was agreed that EH would discuss matters with the contractor to ensure that the Board's concerns were aired and to receive the contractor's assurances that improvements would be made.	EH / PC

	SM commented that the contractors van outside the Estate Office appears to be untaxed and has a bald tyre; it has not been moved for several months. EH to take this forward with contractor as this should be removed if it is not being used for the contract. SM also commented that a trailer has been left in road to Moor Park; this had been agreed by EH and will be removed later this week. EH reported that the replacement tree for the croquet lawn will be planted in the near future, as agreed earlier in the year. EH reported a low hanging branch on the Main Drive opposite the Church. DH offered to speak with Brian Beasley of DNP to discuss if this can be removed. It was also suggested that an on-going tree plan for the village would be useful; a brief is to be drawn up.	EH EH CT / DH
8.	AGM and Open Forum – 1st July 2014 Carry forward to the next meeting – CT to prepare a list for discussion at next meeting. Bulb planting to be carried forward to the Spring.	CT
9.	Correspondence No correspondence has been received for discussion at this meeting.	
10.	Communications EH thanked CT for her efforts in the past few months. Many communications have been issued both directly and through the website and 'The Bus Stop' FaceBook page.	
11. a)	Any Other Business EH reported that an invoice for fish food has been received; the Administrator will settle when amount advised.	
12.	There being no further business the meeting closed at 21:10 pm Date of Next Meeting – 17th November 2014 at 7.30pm – 1, Moorfields	