

DRAFT MINUTES

THE OLD RATTON RESIDENTS' ASSOCIATION

MINUTES OF THE ANNUAL GENERAL MEETING OF BOTH THE ASSOCIATION AND THE LIMITED COMPANY HELD ON THURSDAY 9TH MAY 2024 IN ST MARY'S CHURCH HALL, CHURCH STREET, WILLINGDON. THE MEETING COMMENCED AT 7.30PM.

PRESENT: Mrs R Henson, Mrs R Holder, Mr Blunden, Mr & Mrs P Dunn, Mr S Crum, Mr C Hattersley, Mr Smart, Mr M Thornton, Mrs J Diack, Mr & Mrs Fletcher, Mr & Mrs L O'Leary, Mr T Clark, Mr S Rosenberg, Mr J Cuzick, Mr G Robinson, Mrs J Olliff, Dr & Mrs J Wilkinson, Mr & Mrs J Creasy, Dr & Mrs E Toner, Mrs J Jones, Mr & Mrs L Pavey, Mr C Williams, Mr & Mrs R Boyce-Sharpe, Mr H Barnhoorn, Mrs B Blackwell, Mrs A Cockerham, Mrs J Batchelor, Mr & Mrs G Evans, Ms S Greenley, Mr & Mrs P Davy, Mr P Tong, Mr R Kill, Mrs M Teale, Ms M Boufassa, Mr & Mrs M Walker, Mr McCarthy.

IN ATTENDANCE: Mrs Liz Bedwell, Lacon Property Management, Managing Agents.

APOLOGIES: Mr J Clarke, Mr & Mrs J Nay, Dr & Mrs D Harris, Mr P Plowman, Mr & Mrs Cudd, Mrs C Fage, Mr R Jarvis.

PROXIES: None received.

1. The Notice convening the Meeting of The Old Ratton Residents' Association was read out by Liz Bedwell of Lacon Property Management.
2. Apologies for Absence & Notification of Proxies – Please refer to above for confirmation of apologies and proxies.
3. To formally adopt the Minutes of the Annual General Meeting held on 23rd May 2023.
Proposer: Mrs A Cockerham Seconder: Penny Evans
Vote carried
4. Matters arising from the Minutes. None.
5. To receive and adopt the Statement of Accounts for the year to 31st March 2024.
Proposer: Phil Tong Seconder: Julia Batchelor
All in favour

The Treasurer explained a necessary change to the auditor's narrative in the accounts and a revised sheet was issued confirming the change. This did not require alteration to any of the figures on the accounts.

For the 1st April 2023 to 31st March 2024 the Annual Maintenance Charge was increased by 10% from the previous year. Members' contributions due from 149 properties totalled £32,037.

Last year nearly £4,000 was spent on trees, £1,150 on garden services, £5,600 on clearing the roads and gulleys and £19,000 on roads. The total spend has resulted in a depletion of our reserve funds by £9,000. A copy of the budget for 2024/5 was delivered to all households with the maintenance charge requests.

It is important to maintain a healthy reserve fund in case of unforeseen expenditure. Also, prices of materials and labour are escalating at an alarming rate. We are expecting an estimate for road maintenance and for tree maintenance and these will need to be taken into account when setting the charges for 2025/2026 if we are to avoid depleting the reserve funds further. The Treasurer confirmed that the road repairs cost almost £20,000.

It was proposed that the committee be given authority to set the maintenance charges for 1.4.2025 to 31.3.2026 with an increase of up to 20% if this was deemed to be necessary. (James Wilkinson requested that the time frame be clarified should there be a need to increase by 20%).
Vote carried

The Treasurer thanked all those who have paid their maintenance charge to date: 71 households have paid for 2024/25. Only 2 households have not paid for 2023/24.

A question about HMRC requirements in relation to interest paid was raised and it was confirmed that Hogarth Business Services Ltd will be contacted for clarification on how interest payments are dealt with. (Sue Greenley).

To appoint accountants for the year. Hogarth Business Services Ltd have indicated their willingness to continue in office.

Proposer: Sandy Boyce-Sharpe Seconder: Mr H Barnhoorn
Vote carried

6. Adoption of the Committee Reports including Treasurer's, Trees and Roads. These reports had been circulated to all prior to the meeting.
7. Fast Fibre update. Leeland Pavey, Chair of the working party circulated a report to all present at the meeting. The provision of broadband services

to the estate would seek to preserve the street scene. The welfare and security of the trees on the estate is of paramount importance.

Copper based telephone services are planned to be switched off in 2025, digital services have to be provided within the estate to allow all residents to benefit from modern and faster broadband. It is also required for essential telephone services to continue.

Openreach advise that there are two main feeds into the estate. Cable feed one – bottom end of Ratton Drive. It has been confirmed that the existing underground duct is free of blockages and can be cabled with fibre optic cable up to each telegraph pole.

Cable feed two – bottom end of Walnut Tree Walk. This cable feeds the rest of the estate (Walnut Tree Walk, The Close, Manor Way, Linkway, Upper Ratton Drive and The Grove). Openreach advise that the underground duct in Walnut Tree Walk is blocked in multiple locations. Intrusive “dig-down” is required to clear the duct so that new fibre optic cable can be installed. This will require consultation with individual residents and the committee are now required to put a plan in place to consult with residents in relation to the dig-down and repair programme. Openreach have confirmed that there will be no cost to individual residents and plan to fault find and replace like for like.

The working party is only assisting in the creation of the backbone infrastructure and has no remit in relation to individual property connections. It will be the decision of individual residents in relation to which provider they sign up to in order to benefit from the new broadband services.

The point was made in relation to the feasibility of the project and the potential timeline. There was a consensus that “it has to happen” as current copper-based services will be switched off in 2025.

Phil Tong advised that in the past a number of cable providers had been approached including Lightning Fibre, who gave no information at all. It was confirmed that ORRA will not deal with Lightning Fibre.

In relation to alternative providers Starlight was mentioned.

8. Road name signage project.

The Committee have been looking at improving the road name signs so they are consistent and bring a clear identity to the estate. The autumn 2023 newsletter gave a clear idea with a photo of what the proposed new

signs would look like. It also confirmed that this matter would be brought back for discussion at this AGM.

Quotes are in the process of being obtained for replacement road name signage.

Following a discussion it was agreed that the proposed project may be put on hold as there were other more pressing matters.

9. Committee members Jenny Diack, Greg Evans, Janet Olliff, and Gary Robinson are prepared to continue in office.

Proposer: Charles Hattersley Seconder: Phil Tong

All in favour.

10. Committee Nomination forms received and vote.

A committee nomination form has been received for Charles Hattersley the nomination form has been supported by Janet Olliff.

Proposer: Sue Greenley Seconder: Amanda Henson

11. Any Other Business:

Written items received:

Dr James Wilkinson submitted the following in advance:

'Please would you specify the plans, and the time scale for these, to address the repeated and ongoing flooding at 20 Ratton Drive, ever since the road re-surfacing in 2015'.

Greg Evans, Committee member, advised the following in response:

There is not a definitive solution at the present time. We are trying to make sure that the water that comes from the Downs is dealt with and I can confirm that two soakaways have been cleaned out and the gulleys checked and cleared out.

We have enlisted the services of a structural engineer who will inspect and propose a way forward.

SWP are visiting next month to carry out an inspection, we will liaise with Dr Wilkinson who has very kindly agreed to share with the engineer the information and videos he has kept of the flooding during the last nine years. It is possible that when the road was previously resurfaced it exacerbated the current situation.

We thank Dr & Mrs Wilkinson for their continued patience in what is a difficult situation.

We are aware as a committee that there are also issues in relation to Ratton Drive and Leeland Pavey will also be consulted in relation to the issues that he is experiencing in relation to flooding.

Sandy Boyce-Sharpe submitted a written item for AOB on 3rd May 2024. The closing date for receipt was 2nd May 2024 and therefore this was received out of time.

Sandy Boyce-Sharpe asked for information in relation to the planting of the new trees and where they will be located.

Christine Dunn (Committee member for trees) confirmed that the committee has initially selected ten possible sites on the estate where young trees could be sited and have enlisted the services of English Woodlands. We will be consulting and liaising with residents in relation to the siting of these trees as we may need to have permission for this.

Julia Batchelor mentioned the trees adjacent to Ratton Gardens (Elms and Lime trees) that are not the responsibility of ORRA.

Thanks to the Committee

The Committee were thanked for their work in overseeing the running of the Association.

The Committee gave a vote of thanks to Nigel Wesson, who had been Chairman until he moved from the estate in February 2024. The Committee also wished to thank Christine Dunn for all her work as committee member in relation to trees.

There being no further matters the meeting was closed.

THE OLD RATTON RESIDENTS' ASSOCIATION LIMITED

Minutes of the meeting of the Old Ratton Residents' Association which took place following the Old Ratton Residents Association AGM:

1. The Notice convening the Meeting of The Old Ratton Residents' Association Limited was read out by Liz Bedwell of Lacon Property Management.
2. Apologies for Absence and Notification of Proxies.
There were no apologies or proxies.
3. To formally adopt the Minutes of the Annual General Meeting held on 23rd May 2023.

Proposer: Ann Cockerham Seconder: Dr James Wilkinson

4. Election of Directors and Company Secretary: Janet Olliff, Greg Evans and Gary Robinson are willing to continue in office.

Proposer: Kitty Blackwell Seconder: Sue Greenley