

Farnborough Central Management Company Ltd

Minutes of Farnborough Central Management Company Ltd Annual General Meeting – Tuesday 3 October 2017 at 7pm Inspiration 1, Village Hotel, Pinehurst Road, Farnborough, GU14 7BF

Richard Essling and Kate Houghton, Directors of itsyourplace Ltd (IYP) opened the Annual General Meeting (AGM) of Farnborough Central Management Company Ltd (FCMC) welcoming all of those present and by way of an introduction gave a brief overview of IYP, discussing the membership basis for owners at Farnborough Central, according to the Articles of Association.

Approval of the Notices

The Notices were approved with no objections for the meeting by those present.

Budget and Service Charge Accounts for Year Ended 31 March 2017

Richard Essling presented FCMC Service Charge Accounts for year ended 31 March 2017.

There was some discussion regarding the contribution to Farnborough Business Park (FBP) which FCMC are required to contribute under a Management Deed. The reserve funds as at 31 March 2017 were c.£240,000, of which c.£53,000 was a contribution from the reserve funds by Fell Reynolds which has now been released back to FCMC.

Whilst it was commented that each apartment block has its own reserve fund the contributions in the past have been minimal and it was recognised that this needs to be accordingly increased in order to allow for cyclical repair and maintenance as per the Leases held which includes items such as redecoration.

Redecoration was briefly mentioned in that the reserve funds would need to be built up further as detailed above and for which Richard provided an overview in respect of Section 20 Consultation process and how the reserve fund is used to paid for such cyclical repairs. Redecoration is to be considered during the next financial year of FCMC, with the oldest apartment block, Buccaneer Court being the first, and working through to the newest apartment block last.

It was commented that the Service Charge Accounts include part of a period when Fell Reynolds were managing agents, so there were potentially some variances.

The contributions to Farnborough Business Park (FBP) were discussed at some length, in particular the percentage for the shuttle bus service. The contributions throughout Farnborough Business Park total approximately £1.2 million with around c.£400,000 of this sum being spent on the shuttle bus. Concerns were raised that this is not a service for the residents of Farnborough Central in suitability or realistic terms.

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Although disputed it was pointed out that this contribution is part of the lease agreement entered into by purchasers of properties within Farnborough Central and the approach of using RICS to determine the possibility of opting out of this commitment is the only resolution.

Further discussion surrounding the contributions to the Business Park included the security barriers and the allowance of only one vehicle per property but this has been defined by FBP and can therefore not be altered however this is something that IYP wished to discuss further with FBP representatives.

You are able to download a copy of the Service Charge Accounts for year ended 31 March 2017 from the FCMC dedicated website as follows:

<https://fcmc-farnborough.co.uk>

(Located under Management Tab, Useful Guide and Documents)

Director Appointments

In accordance with the Memorandum & Articles of Association FCMC is required to have a Council (in other terms a Board of Directors) made up of Members. Under the Articles, only Members (being property owners at Farnborough Central) are entitled to be appointed as Directors.

Currently FCMC have 3 Directors, being David Hoffman, Vicky Jones & Bill Alexander, who represent the Members and who IYP work closely with on all matters relating to FCMC. For day to day management or issues, Members of FCMC are asked to contact IYP.

It was stated that two other Members had put themselves forward to be elected as Directors, Mrs Sheila Cole and Mr Ian Clifford. There were no objections to either and therefore they were both appointed as Directors in addition to the present serving Directors - David Hoffman, Vicky Jones and Bill Alexander. The current Directors have agreed to stay in office.

Appointment of Accountants

On behalf of FCMC, IYP undertake the daily transactional and compliance for FCMC however at the end of the financial year there is a requirement for an independent Accountant to verify all financial transactions and prepare audited Service Charge Accounts for FCMC.

It was agreed by a show of hands to retain the services of Branston Adams Chartered Accountants who are currently acting as accountants for FCMC.

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As the formalities of the AGM had concluded IYP advised that they wished to provide FCMC with the following information:

Redrow Update

Kate wished to thank Rushmoor Borough Council and Local Councillors, Gareth Lyon, Marina Munro and Mike Smith for their help and support since IYP appointment last year. Ian Harrison, Deputy Leader of Rushmoor Borough Council for being instrumental in facilitating another site meeting with senior management of Redrow Homes Limited in July. Both Marina Munro and Mike Smith introduced themselves to those present and would be happy to answer any queries raised by attendees.

Following the meeting with Redrow New Homes, IYP were advised on 8 September 2017 the following works would be undertaken however at this time there was no timeframe for these works and for which IYP are duly following up. Should a response not be forthcoming from Redrow Homes Limited IYP will liaise with RBC for their assistance.

Public Open Space (POS) Lion Road

Kate advised that historically concerns had been raised by the former Residents Association with Redrow Homes Limited and the previous managing agent, Fell Reynolds, in respect of the construction as it was understood that the debris from the construction at Wessex Court had been levelled and re-landscaped with the grass/play area.

Redrow Homes Limited has now agreed to remove the soil and grass to the depth of 300mm and in doing so remove any debris and re soil and turf bringing the height back to manhole cover height. In addition, it was agreed that the footpath throughout this area was not to the Planning Application specification and therefore Redrow Homes Limited have agreed to remove the footpath and relay with a resin based stone effect footpath as per the original specification. This will also assist with any hazards identified from stones from either injury or damage to grounds equipment.

Sunderland Place Footpath

IYP stated that whilst previously three repairs had been undertaken by Redrow Homes Limited, Redrow had now agreed to take up the current footpath treat Mares Tail and then relay the tarmac footpath. These works will be undertaken at the same time as the works at POS at Lion Road.

Buccaneer Court

IYP advised that at the end of January 2017 there was a pipe failure at Buccaneer Court resulting in burst pipe and no water supply to the property. IYP are at this time unable to provide more details as this matter was no under litigation with Redrow Homes Limited as FCMC are seeking full recovery of costs c.£7,000. IYP also advised that A2Dominion are

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also seeking a claim in respect to a similar incident at Ashton House earlier in 2017 and for which is also under litigation.

Further to a site meeting with Redrow Homes Limited whilst previously it had been reported to them, the thresholds at Buccaneer Court were inspected and they appear to bow on entry and for which Redrow will undertake the required repairs.

The block paving serving Buccaneer Court and Bell Court has over the time moved and was felt to be of poor construction. Whilst Redrow Homes Limited have previously undertaken a number of patch repairs they have agreed to undertake repairs but at this time have not stipulated the extent of these. Once these works have been completed the re-marking of bay numbering of parking spaces.

Questions Received Prior to and at the AGM

IYP advised that there were no questions received prior to the AGM so therefore the floor was open for any questions to be raised.

Parking & Commercial Vehicles

Parking and the enforcement is currently managed by UK Car Park Management (CPM) and it was noted that there are a number of residents who are misusing the Visitors spaces. Jonathon Smales representing CPM reassured that there would be more monitoring and the possibility of permits was revisited. Several residents vocalised strong feelings regarding the misuse of these spaces and the self management scheme was readdressed. It was agreed for more frequent patrols would be undertaken by CPM.

Questions were raised regarding the enforcement of commercial vehicles, especially the large noted GPL vans and again CPM advised that they will continue to enforce.

It was also raised to FCMC that on occasions some residents are not able to park in their own allocated space due to a vehicle being parked there. The link for reporting a vehicle in this instance was mentioned and for residents to communicate with CPM on these occasions was reiterated in order for the victim not to receive a ticket as being forced to park elsewhere.

Residents are able to report directly to CPM any vehicle that may be obstructing their parking space as follows:

<http://www.uk-carparkmanagement.co.uk/report-a-vehicle>

In addition, you may wish to contact CPM via Switchboard: 0845 463 5050, Fax: 0845 463 5055 or Website: www.uk-cpm.com

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Access via the Security Barriers

IYP have been made aware that due to a potential change in the IT system for the security barriers that some households are requiring to re-register their vehicle through the barriers – one vehicle per property is permitted for access via the barrier.

IYP are only able to update Security at FBP if you provide the following information:

Name, Address, Vehicle and Registration, Effective Date

IYP are not able to take charge of details for A2Dominion or those renting, instructions must be provided via A2Dominion or Landlord/Letting Agent to confirm tenancy.

Anti-Social Behaviour (ASB)

A homeowner raised concerns over a neighbouring property that is being currently rented out believed to be then rented out as a flexible let and in doing so anti-social behaviour is being reported on frequent occasions together with apparent lack of care for fellow neighbours or to the block, this includes misuse of parking spaces and general rude behaviour. The security element of FBP was mentioned and it was determined that patrolling of the residential area was not included within this remit.

Several residents feel that security is a big issue as there appears to have been a lot of anti-social behaviour in particular over the Summer months. It was brought up that previously Fell Reynolds had instigated a patrol of the residential area but this appears to have dropped off and the patrols around FBP overall seems to be poor. IYP will liaise with both FBP and local neighbourhood police officers from Hampshire Police.

IBM Site

There was a question regarding the proposed re-development of the former IBM site, Meudon House, but at the time of the AGM FCMC were not able to comment on this matter as the proposed re-development remained with Rushmoor Borough Council (RBC) and their Planning Committee.

IYP will contact RBC together with the agent representing the developer to see whether any information may be able to be shared and be published for residents, aside from what may be available by RBC website.

Windows

There was a question regarding the window film in the town houses, several residents encouraged the questioner to contact Solaris as the windows are still under guarantee and can be dealt with free of charge for the next 18 months or so. IYP have recently written to all

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homeowners to provide contact details, however can confirm contact details for Solair are as follows:

Solair: sylvia.whitehouse@solar.co.uk

There being no other business, the AGM closed at 2035 hrs.

Further information for Farnborough Central Management Ltd can be found at:

<https://fcmc-farnborough.co.uk/>

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