

HOLMEFIELD PROPERTIES LIMITED

Company Registration Number 01673501

ANNUAL GENERAL MEETING - MINUTES

MONDAY 12 JUNE 2023 – 18:30

THE COMMUNITY CENTRE, HESLINGTON, YORK

Signing of the Register of Attendance:

Mr D Grimshaw	21 Peel Close
Mr A Manson & Miss L Green	22 Peel Close
Ms A Williams	34 Peel Close
Ms M Purcell	36 Peel Close
Ms B Heap & Ms S Green	38 Peel Close
Mr M Dean	41 Peel Close
Mrs S Bunday	58 Peel Close
Mr A Forrest	15 Turners Croft
Ms J Wheeler	21 Turners Croft
Ms A Holdsworth	24 Turners Croft
Mr & Mrs Coe	25 Turners Croft
Ms A Mummery	26 Turners Croft
Ms J Tomlin	30 Turners Croft
Mrs J Baker	34 Turners Croft
Mr M D J Wilson	Mudd & Co – Managing Agent
Ms S J Wood	Mudd & Co – Managing Agent

1. To receive apologies for absence

Mr G Forder	2 Peel Close
Mr G Pickard	7 Peel Close
Ms Michele & Jessica Vescovi	11 Peel Close
Miss A Letby	23 Peel Close
Mrs R J Webb	33 Peel Close
Mr L Davidson & Mrs L Fessler	45 Peel Close
Ms S Harvey	49 Peel Close
Ms A Low	52 Peel Close
Mr & Mrs Bailey	54 Peel Close
Ms M Knowles & Ms R Carter	2 Turners Croft
Ms S Rodmell & Ms P Kendrick	3 Turners Croft
Mrs H Harris	5 Turners Croft
Messers Marshall	10 Turners Croft
Mrs B Bracamonte	14 Turners Croft
Mr & Mrs J Baxter	17 Turners Croft
Mr & Mrs M Hall	35 Turners Croft
Ms C Marshall	37 Turners Croft

The minutes of the 2023 were reviewed and agreed with the minutes accepted as a true and accurate record, proposed by Ms Holdsworth, seconded by Ms Purcell, and unanimously agreed.

2. To receive and adopt the Directors Report for the year ended 31.12.23.

Mr M Wilson of Mudd & Co Block Management read The Directors report which summarised the works undertaken up to the date of the AGM. A copy was issued prior to the AGM and if any owner requires a copy, this can be requested via matthew@tjmudd.com or sasha@tjmudd.com

Comments were made on how grounds maintenance works are carried out and split between Peel Close and Turners Croft. Ms B Heap reassured residents that the Board of Directors and the Managing Agents are in regular contact with the contractors to ensure that the level of work is split fairly between Peel Close and Turners Croft. The Managing Agents are to also investigate who is responsible for the hedging that runs along the rear of Turners Croft.

3. To receive and adopt the Financial Statements for the year ended 31.12.23

Accounts for the year ended 31 December 2023 were distributed at the meeting and any property owner requiring a copy can request these via matthew@tjmudd.com or sasha@tjmudd.com

Service charge increases in 2023 have brought a total income for the year of £45,205 up from £38,454 in the previous year. There has been a slight increase to the insurance for 2023 year-end but a much lower expenditure on repairs and maintenance. Overall, expenditure was considerably lower at £32,480 than £48,777 in the previous year, meaning the Management Company finished the financial year with £13,510 profit. The Managing Agents confirmed that the £17,315 gardening costs included all work undertaken by Andrew Hill, Michael Hill, York Gardens and the works commissioned from Lewis Tree Surgery.

The Community Centre had reduced expenditure from £7,776 in 2022 to £4,218 in 2023 with the overall turnover in 2023 amounting to £4,318.

The Managing Agents are to break down the gardening costs for the next set of accounts into itemised sections.

4. To reappoint the Accountants

It was unanimously agreed to re-appoint Fortus (previously named JWP Creers) as the accountants. This was proposed by Ms Mummary and seconded by Ms Heap.

5. To elect the Directors.

The Directors Ms Heap, Mr M Dean and Ms Williams stood for re-election whilst Mr A Forrest wished to stand down from the board. The Managing Agent wished to thank Mr A Forrest for his works on the board. The Directors standing for re-election were proposed by Ms Purcell, seconded by Ms Green, and unanimously agreed.

Ms B Bracamonte of 14 Turners Croft wished to stand for election, and was proposed by Mr A Forrest and seconded by Mr M Dean.

6. Major works for 2024 / 2025

Mr M Wilson explained that the remaining garages are to be painted in August 2024. Closer to the time the Managing Agents will inform residents of dates.

Ms B Heap explained that various contractors have visited the development to look at the grounds and suggest ways to reduce costs. The Directors felt that removing flower beds would not be beneficial to those who live in the apartments and don't have access to a private garden. Various quotes for works have been received and were displayed in the community centre for owners to see. The area between 4 / 5 Turners Croft could be removed and options of mulching can be looked at.

Mr Coe felt the flower beds are a large part of the community and that it's pleasant to see when coming on site.

Mr Grimshaw commented that some mature shrubs are reaching the end of their life, and they could be removed from overgrown beds without needing to be replaced. Mr Grimshaw also explained how mulching could be a long-term solution to the issues with weeds. He pointed out that traditional bark mulch is a premium product, and suggested wood chippings from tree surgeons as a cheap alternative.

Ms Purcell questioned whether there would be any guarantees on product bought and used, such as mulch that was brought to site. Mr Grimshaw explained that there would be no guarantees on this.

Ms Wheeler questioned how quotes and contractors are obtained and whether various considerations are made. Ms S Wood explained that as the Managing Agent they work alongside a variety of contractors and obtain numerous quotes when looking at making changes. Ms S Wood also commented that grounds maintenance contractor prices have risen, and the level of service received currently is good value for money.

7. To propose and adopt an increase to the annual service charge.

Having increased the service charge in 2023, it was agreed that this should be reviewed every 3-5 years.

8. To transact any other ordinary business authorised to be transacted at an Annual General Meeting of the Company

No business.

9. Any other business

Potholes

The work to the potholes had started, but the Managing Agents were unsure who was contracted for the work as the appointed contractor was due to attend on the 29th June. The Managing Agents will confirm whether the University has carried out these works.

Ms A Mummery felt that any maintenance issues that pose a Health and Safety risk should be dealt with more quickly to minimise any potential risk. These comments were taken on board.

Ms A Holdsworth wished to thank The Directors for their work and Andrew & Mike for their work to the website.

Website

The new Holmefield website has been developed and can be visited at:
<https://holmefield.uk/>

There being no other business, the meeting closed at 7:30pm.