

**RIDGWAY MANAGEMENT COMPANY LIMITED
ANNUAL GENERAL MEETING
WEDNESDAY 28TH NOVEMBER 2007 - THE ROEBUCK, RICHMOND**

Present:

J Simister - Chairman
T Fletcher - Treasurer
C Thompson - Secretary
K Cruddas - Committee
M Budden - Committee
R Lilley - Committee
R Fleming-Gale - Flat 13
M Sparks - Flat 12
E Fitzpatrick - Flat 20
N Hadjinikos - Flat 10
J Esterhuysen - Flat 2
D Robson - Flat 11
L Molin - Flat 24
C O'Sullivan - Flat 4

Apologies:

P Rowell Maintenance Manager

Proxies

2

MINUTES

MINUTES

ACTION

- 1 Minutes of last AGM held on Monday 4th December 2007 were accepted.
It was announced that these minutes would be available on our website.
MS raised an issue about the refurbishment costs which were not minuted and to which he had not had a reply from the Chairman.
The point was about 10 owners voting for a cost of £2k and the final cost was almost double.
The Chairman said he would respond personally to him after the meeting when he has had the opportunity to look at his notes.

JS

2 ADOPTION OF THE AUDITED ACCOUNTS

There was a question from the floor about the electricity charges having gone up. Prices have increased during the year and the refurbishment works would have used extra power. The debtors figure was monies uncollected for the refurbishment. These have all now been collected.
The accounts were adopted.

3 RE-APPOINTMENT OF THE AUDITORS

Beresfrods were re-appointed.

4 PAYMENT OF THE AUDITORS FEES

These were approved. An attempt will be made to get these done earlier so that the AGM could be held in the summer.

5 FUTURE WORKS PROJECTS

- 1 Garage - the fencing in of the garage at the back would be done when the communal refurbishment is complete and when funds are available. It was felt that we could not go to the owners again for funds.
- 2 Front pathway - it was generally felt that this could be upgraded to improve the entrance to the block. It would entail cutting back the roots of the trees.
- 3 Bicycles - hooks have now been installed in the garage.
- 4 Fire Brigade - the fire authority could be requested to do a free survey and at present they are installing free fire alarms. Further research was needed on this.
A point was made that the flat doors should be self closing, however this was not a requirement. MS felt that owners were misled regarding the cost of the new doors ???

PR

Fire exit signs are up.

5 Walls next to the lift - it was felt that these could be plastered and painted to create a better appearance. A quote has been received for this and will be done when funds are available.

6 Roof - lead flashing above Flat 24 is coming away. PR is aware.

PR

6 MONTHLY MAINTENANCE CHARGES

It was proposed these remain the same by increasing £5-00 each year on the 1st January. The Chairman will continue to get our bank to arrange a direct debit system before the year end. A point was raised about different amounts in the minutes and the Chairman's letter. It was confirmed by the Treasurer that the minutes are correct.

JS

When the direct debit system is in place, back charges from those who have not amended their standing orders will be collected including any other outstanding amounts.

Notification will be given in advance.

TF

7 BLOCK PAYMENT TO THE COMMITTEE

Agreed to remain the same.

8 ELECTION OF THE COMMITTEE

Edward Fitzpatrick from Flat 20 volunteered to join the Committee. This was proposed MS and seconded by NH.

9 VOTING ON SUGGESTIONS TABLED OR RECEIVED

None were tabled.

10 AOB

1 We went through the Maintenance Manager's report:

1.3 Bicycles hooks are up in the garage

4.1 Pickerings will complete the work on the lift by Christmas

5 It was raised that the corridor lighting is too bright. PR would be asked to look into the possibilities ie motion sensors, low wattage bulbs etc.

7.1 Ansador came and fixed flats 7, 8 and 9. Flats 19 & 11 still need to be repaired

8.2 Permanent no-smoking signs will be made.

2 TV satellite - Block is wired for Telewest and signals are acceptable. For digital reception a box for the block would be installed.

3 Refurbishment

1 RFG wanted the name of the key cutter who could cut our keys although he had found one.

2 By default a spare key is held securely by the Committee in case of emergencies and by request of owners for entry into their flats. However, should any resident/owner not wish to have their keys held by RMC Ltd, then they should let us know.

New owners may have more locks fitted - this needs to be further looked into.

3 Flat 24 - screws are falling out of their flat door

4 A request was made for a receipt for the refurbishment for RFG for tax purposes. The Treasurer will produce one.

TF

5 The door codes need to change when the workmen are completely finished. It was suggested that this should be done annually.

JS

6 A question was raised about the roof. The roof is inspected every three years and we are due to have it solar painted again in March/April 2008. The inspection did not show any material damage.

7 Fire doors - a point was raised about the finger marks left on the steel panels on the doors. It was decided to investigate baby oil/substance/film to avoid this happening. The idea of another handle was rejected.

8 A vote of thanks was passed for PR'S efforts with the refurbishment and general thanks to the Committee.

Meeting closed.