RIDGWAY MANAGEMENT COMPANY LTD

MINUTES OF THE ANNUAL GENERAL MEETING

HELD ON 12 OCTOBER 2011, 8PM

Present: John Simister (Chairman)

Tracey Fletcher (Treasurer) and minutes

Roger Fleming-Gale

Edward Fitzpatrick

Gareth Jones

Luca Molina

David Robson

Peter Rowell

Apologies for absence: Rob Lilley

1. Minutes of the Annual General Meeting held on 17 November 2010 - agreed
2. Matters arising
   - It was noted that all works listed in the minutes of last year's meeting were progressing as follows:
     a) Garage – quotes received and date for works agreed (December 2011)
     b) TV Aerial – done
     c) Access hatchway – in progress
     d) Tree pruning – quotes in progress
     e) Loose paving stones – done
     f) New path at front of block – suggestion not taken forward
3. Unaudited Financial Statements for the year ended 31 December 2010
   It was noted that the trade debtors of £7,071 related to service charges owed by residents which have now been substantially collected.
   The Financial Statements were agreed.
4. Re-appointment of the auditors – the re-appointment of Beresfords chartered accountants was agreed.
5. Future works projects – none advised.
   - Update on garage works – it was explained that works to the garage to prevent unauthorised access from the back would take the form of a metal fence; works to commence December 2011;

- It was agreed that the access code to the block including the garage was to be changed more often;
- David Robson noted that the block now has substantial funds and that these should be applied to future works projects such as the roof, lift as and when they arise. This was agreed.

6. Monthly Service Charges – agreed at £125 per month from January 2012.
7. Ridgway Management Ltd payment to Committee members – to remain at current level of £3,100 per annum.
8. Re-election of the Committee –
   Resignations during the year were as follows:
   - Chris Thompson – February 2011
   - Kathy Cruddas – July 2011
   - Martin Budden – October 2011

   The following new members were proposed and agreed:

   - Gareth Jones
   - David Robson

   It was agreed that the Ridgway Handbook should be updated and re-circulated – Action JS.

   It was noted that following the resignation of Chris Thompson, Rob Lilley had been appointed Company Secretary. The AGM welcomed this appointment and thanked Chris for his hard work on behalf of Ridgway Management Ltd over the years.

9. Voting on suggestions tabled or received in advance by the Chairman – none received.
10. Any other business:
    - It was noted that the fence bordering no. 85 Mount Ararat Road had blown down – this is the responsibility of no 85, but in previous years they have not had sufficient funds to repair it. It was suggested that we could possibly approach Seeboard about this. (After meeting note – now repaired!)
    - Future plans for the block include:
      a) More regular meetings
      b) A conveyancing pack to be developed for potential buyers' solicitors
    - Following the departure of Chris Thompson it was noted that we should ask around to see if any resident was interested in looking after the pots in the garden (Resident of Flat 8 was suggested).