

**Minutes of the Annual General Meeting
of the Norton Grange Residents Association Ltd
held on
21st September 2011 at 7.30pm
at
The Kineton Sports and Social Club, Kineton, Warwickshire**

Directors Present:

Keith Shaw, Ken Priddis, Martin Sparks, Lucy Boundy, Tony Watkinson, Patricia Gustard, Liz Penfold.

Secretary:

Sally Andrews.

1.1 Minutes

The minutes of the NGRA AGM held in 2010 were read. Vicki Butler proposed and Dave Tickle seconded that they were accepted as a true and accurate record of the meeting. All in favour.

1.2 Matters Arising

The signage on the estate had been completed, but it was on the wrong side of the road. Also a dead end sign might be of assistance.

The welcome pack is now ready.

The status of the road surface within Norton Grange was discussed and referred to any other business. Also considered was the general maintenance in particular the road cleaning also referred to AOB

1.3 Accounts

Keith Shaw presented the income and expenditure details and the current financial status of NGRA. There was a small increase in the total funds held to £67,326.

It was agreed that having the accounts available on the website was a good idea.

Main costs came from the repairs to the sewers which had doubled from last year. However as they were to be taken over by Severn Trent this would not continue to be an expense.

The proposal from the directors was to maintain the fees at the current level for this year. There was concern that not all residents had paid the fee. It was therefore proposed that in future any delay in payment will any increase of £20 for every month of delay. This was passed unanimously.

The full reports are sent to Companies House and are also included on the NGRA website.

Neil Perry proposed, and Stuart Andrews seconded that the Accounts should be accepted.

1.4 Appointment of Auditors

The retirement of the accountant and the search for a new one was detailed, with the confirmation that Wellers in Banbury had prepared the current accounts. Although there was some concern about the wording of the accounts and discussion of the increased fees to £960 they were accepted.

1.5 Chairman's Report

Keith Shaw reported on the main points of the year as follows:

a) The adoption of the sewers. This will be from the point where the leave a property and become shared. It was pointed out that there is still a problem with nappies and moist toilet tissues causing blockages which causes substantial inconvenience to residents.

b) The summer BBQ was considered successful enough to be repeated. This would take place on Saturday 24 September at 2.30.

1.6 Election of Directors

Three directors are standing down Keith Shaw, Martin Sparks and Patricia Gustard. Thanks were given for all their hard work.

Vicki Butler proposed by Neil Perry and seconded by Mel Codd & Jane Mander proposed by Chas Hilditch and seconded by Mel Codd were elected

The other current directors were unanimously re-elected to the Board.

1.7 Any Other Business

a) **The upkeep of the grounds** – The work on the roads. There are problems not only on NGRA roads but also in areas not covered by NGRA, namely the Mansion House and round by Rosedale/Ardoch. It was felt that if all these could be dealt with by one contractor then all could benefit from economies of scale. There has also some discussion about the state of the visitor spaces in the car park to the back of the Courtyard; this will also involve the owners of private spaces as well as NGRA property.

It was proposed that : to ensure that road maintenance was dealt with effectively a working party should be convened. Proposed by Stuart Andrews and seconded by John George. All in favour. Anyone with an interest in this should contact a director.

The road lights at the entrance. Attempts have been to repair them but they tend to blow fuses. Because of their position water gets into them (as does debris). They are currently disconnected and will be removed as and when the area is resurfaced.

b) **Email Communications** – There was general approval of this as a means of communicating information around the estate. Residents need to keep directors and Chas Hilditch (who updates the residents list) of any change of address.

Thank you to all the residents in attendance.

There is a need for additional directors. Anyone interested please contact any director.