



L I V I N G
Nether Edge Management Company Limited

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 25th MAY 2022 AT 7PM

Attendance and apologies received: see separate sheet

Sandra Bridge (Chair) opened the meeting and welcomed those attending and introduced, Accountant James Boler (JB) from jrb accountancy, the Finance Manager Julie Gill (JG), the new Estate Manager Carl Burnett (CB), and the Board Directors present: Susan Goodlad (SG) and Andrew Broskom (AB) and Adrian Wild (AW).

Sandra confirmed the Board had received 11 Proxy votes and the meeting was declared quorate. She also went on to explain how the voting system would work and a test poll was carried out.

1.0 To receive the Minutes of the Annual General Meeting held on 24 May 2021

On the proposal of Susan Goodlad, seconded by Andrew Broskom.

The minutes were duly received and approved at the meeting.

2.0 To receive the Report from the Directors for 2021

A comprehensive report from the Directors had previously been circulated. Sandra noted the key highlights from the 2021 report including several staff changes during the year, the legal advice sought to clarify several key areas for leaseholders and the financial changes that were implemented including reviewing and revamping the Transfer Fee Fund Policy, introducing charges to leaseholders with freestanding garages and transferring the block management charges back to estates management.

Most blocks generated surpluses in 2021, most notably the Estate and Communal Management where it was report that due to the changes implemented, the reserve levels for the Estate stood at a very healthy £168,900. All surpluses/deficits were transferred back to the relevant reserves and will support future investment in these areas during this year and beyond.

Health and safety remains a key element and all work in this area has been undertaken by the estate facilities team.

Sandra noted that the key priorities in 2022, would include but not limited to: ensuring the estate had a full complement of team members to ensure the continued smooth running of the estate, and the recruitment of more board directors. Particular attention would be focus on the budgets given the inflationary pressures experienced and to achieve more certainty with costs where we can, for example, entering into a 4-year energy contract following advice received. Work would also continue to review and update the 10-year planned maintenance schedule.



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Two questions were received prior to the meeting which were addressed as follows:

Q1: Sue Benson - 8VC, in summary

I have lived on the estate since July 2021 and would like to thank all the board members and staff who have given help and support with enquiries and my applications for alterations.

As a regular user of the leisure suite and am impressed by the standards of cleanliness, health and safety and the staff team who are all friendly and helpful. However, there are a couple of things that concern me, namely:

1. Blatant disregard for the pool side rules and
2. The use of phones/photographs being taken pool side

Sue was thanks for her feedback, and it was confirmed that the pool rules printed were getting printed on large boards to be displayed in the changing room and pool entrance as a reminder to all users. This would also highlight that the use of electrical equipment and phones is not prohibited in the swimming pool area

Q2: Derek Dawson – 3OM, in summary

I would like to ask if the Board has considered asking for an update of all residents who live on site for the purposes of leisure centre use.

I thought the idea of checking with landlords about current tenants who are entitled to use the facilities to be a very good one and our tenants also agreed that this was a good idea.

Sandra confirmed that this item would be covered, in greater details, under AOB.

On the proposal of Andrew Broskom and seconded by Susan Goodlad.

The Directors report for 2021 was duly received and adopted at the meeting.

3.0 To receive and adopt the Financial Statements of Service Charge Income and Expenditure for the year ended 31 December 2021 and Accountant's report of factual findings dated 28.04.2022

Sandra asked accountant James Boler to review and comment on his Accountant's report of factual findings.

On the proposal of Andrew Broskom and seconded by Susan Goodlad.

The financial statements were duly received and approved at the meeting.



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4.0 To receive and adopt the Accounts of the Nether Edge Management Company Limited for the year ended 31 December 2021

On the proposal of Andrew Broskom, seconded by Peter Jackson.

These accounts were duly received and approved at the meeting.

5.0 To receive resignations and to receive proposals for appointment of directors

There were no resignations received and no proposals received for the appointment of new director(s).

Sandra advised that the Board would welcome anyone wishing to be considered as a new Directors of the Board to please drop an email to the NEMC board email address.

6.0 Any Other Business

Two items of another other business had been received by the Board.

1. Site security – Exit/Entry points

The Board confirmed it was in discussion with a new IT company about improving the security cameras, entry gates (pedestrian & vehicle) around the estate and the entry/exit points to all the blocks and the leisure suite. This project will resolve a lot of issues we have and help us manage who has access to the estate.

We are hoping to upgrade the current fob system. The Estate Manager, confirmed evidence of dubious activities, including identifying people outside of our community exercising their dogs on our Netheredge Living Estate. The facilities assistants along with the Estate Manager have also reported that people from outside of the Estate have also been spotted entering the pedestrian gates and leaving from the said gates. They then proceed to access the leisure suite and enjoy the leisure facilities by use of an unauthorised fob to access our facilities. It is likely these fobs have been passed on by ex-tenants or even used by the ex-tenants. It is understood that many tenanted properties are managed by estate agents.

For this reason, we believe that a robust entry system to the leisure suite will remove this abuse of our facilities and improving our security.

We will request all residents to re-register for a new fob, allowing us to manage this more effectively. The planned Paxton system will enable us to manage residents when leaving their property and along with registering new residents moving onto the Estate.

The Board also confirmed that the management team will be instructed to send out to all property owners living off-site, forms to completed regarding information on their tenants, this is also required for our insurance. This should help to facilitate users are authorized to use the leisure suite in the interim of us implementing the new Paxton entry system.



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2. Future use of the Studio space

The Estate Manager confirmed it was exploring ideas with regards to the use of the Studio space, more effectively, I Many residents use this space as an extended area for floor work, as there is not the space in the Gym for this activity, particularly on busy days.

It was also noted from a previous Estate manager that the Studio use for children's parties creates much extra work for the facilities team, because of the mess that is left. Damage to the floor has been a big issue, as the cost of hiring an outside contractor to strip and finish the floor is extremely costly. All this cost is passed onto the shareholder.

Safety has also been an issue having multiples of children often left to explore the leisure suite, this is a major concern. Additionally parking during these events creates much stress for our residents, visitors will often park in someone else numbered bay.

We welcome futures suggestions from shareholders including their views of this. Most shareholders would welcome prudent measures to save cost on running the Leisure Suite. The Estate Manager would welcome anyone to discuss future options with him directly. Feel free to contact him to open up these discussion.

There being no other business to conduct Sandra declared the meeting officially closed at 7:50PM and thank everyone on behalf of NEMC Board for their attendance.

JG/25.05.2022