

St James Park (Long Ditton) Estate Company Limited

Minutes of the Annual General Meeting held at The Glass Room, St Andrews Church, Maple Road, Surbiton, Surrey KT6 4DS on Thursday 22nd June 2023 at 8.00pm

The record of attendance and apologies received is held at the Company's registered office.

Mr Robert Smith, the Chairman of the Estate Company, introduced his fellow Board Directors, together with Mr Robert Heald, Principal of Wallakers, Managing Agents; and then chaired the meeting.

The Following items of business were discussed:

1. Chairman's Report

The Chairman delivered his report to the meeting, a copy of which is attached.

There were questions arising, which the Board sought and encouraged:

There was some confusion around the accounts and why the new figures were different from those originally circulated. The Board explained why this had occurred and what procedures had been put in place to ensure that this doesn't happen again.

The accounts are now accurate and audited.

Residents were encouraged to speak to the Board after the meeting or via the St James website portal if they had any further questions or concerns around the accounts.

The Board then sought views on future estate expenditure and, given the increase in costs, the optimum balance between spend, fees and reserves.

Residents were keen for there not to be a reduction in the services delivered, felt that the service charge was very reasonable when compared to similar estates and expressed concern regarding the inflationary effect on reserves.

The Board will therefore consider maintaining the current service level, increasing the service charge gradually year on year, pulling back on reserves in the short term, and reviewing annually.

The Board advised that estate infrastructure – pavements, roads, lighting etc. was generally in good order and that repairs were currently undertaken as and when necessary. However, the Board were clear that a more planned approach will be necessary as the estate ages.

Mr Robert Heald advised that the non-payment of service charges was minimal; and that all residents were legally bound to pay any fees owed before a property could be sold on.

2. Approval of the minutes of the AGM Thursday 23 June 2022

Minutes approved.

3. Accounts for the Company for the year ending December 2022 and the up-to-date financial situation

Accounts approved.

The new accounts were approved. Residents were again encouraged to speak to the Board after the meeting or via the St James website portal if they had any further questions or concerns around the accounts.

4. Election of the Directors

Anthony J Holder, Stephen R Moss, Robert W Smith put themselves forward for re-election and were duly re-elected.

5. Any other business

Mr Robert Heald will investigate how BT are installing new fibre optic cables on the estate in order to ensure installation does not compromise the estates covenant and aesthetic appearance.

Concern was expressed that the windows installed throughout the estate may not provide a means of escape from the upper floors and may not meet current regulations. Mr Robert Heald will investigate.

Thanks were offered to the Board by the residents