

CORNER GREEN RESIDENTS SOCIETY LTD

MINUTES OF DIRECTORS' MEETING - Monday November 22 2004

Directors Present: Rosie Hewson (21) Chair
Vicky Hobbs (17) (Treasurer)
Mark Helm (8)

Apologies for absence: Simon Tilford (6)

Also in attendance: David Howes (7) (Company Secretary)
Dick Hewson (21)

Action

1. Minutes of Last Directors' Meeting – 19 October 2004

The minutes of the 19 October meeting were agreed as an accurate record.

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2. Matters arising from Directors' Meeting

Arising from minute 2 (parking of unused vehicle) Rosie Hewson advised that the unused vehicle had now been removed from the Green.

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Arising from minute 2 (garage painting) Vicky Hobbs to confirm with Tim Layton that a bill for painting garage No 22 had been sent to the owner [confirmed sent and paid].

VH

3. Treasurer's Report

Rosie Hewson advised of a number of invoices she was holding for payment. Vicky Hobbs to check with Tim Layton who were the authorised signatories for the CGRS Ltd account and get them to sign cheques in settlement of these invoices.

VH

Rosie Hewson advised that she had received two statements of account reminding her of the outstanding invoice from Gilbert and Caswell for painting contract supervision.

Notwithstanding that the separate invoice for G & C's pre-contract survey had already been paid, Directors agreed that Dick Hewson – who had dealt with G & C during the contract – would draft a letter for Vicky to send to them, together with a cheque for payment of the outstanding amount less a sum withheld equivalent to 25% of the survey invoice. The letter to make clear that the sum withheld was on the basis of complaints from residents regarding the adequacy of the surveys. Such withholding would be without prejudice to residents' own obligations to have ascertained the condition of their properties and maintained them in good order.

VH

Vicky Hobbs advised that a number of residents had not yet raised their service charge contributions to the level of £90 per month agreed at the AGM. She agreed to highlight this to the residents concerned.

VH

Directors voiced their appreciation of Tim Layton's contributions both as Treasurer and as a Director during his term of office, which had seen considerable progress in reducing arrears and putting the Society's finances on a sustainable basis.

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4. **Works**

Dick Hewson advised that the works to repair the lights on the Green had been completed and the lights were now operational. Directors appreciated his efforts in organising this.

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Directors agreed to look at the signs at the Pond Road entrance to the Green to see whether these could be repaired rather than replaced.

DH/MH

Mark Helm was seeing a possible alternative contractor for the suggested ramps to the lower garages in connection with works on his own property. He agreed to show him the work involved in the ramp work and to seek a quotation.

MH

5. **Gardening**

Directors asked whether a member of the gardening committee could attend their next meeting to give an update on their activities. David Howes to highlight this request in a covering note to the minutes for members of the gardening committee.

DH

6. **Any Other Business**

Directors noted the request from RIBA for material to include in a 2006 exhibition on Span. David Howes to volunteer original planting scheme (or copy thereof) which was part of the records held by him.

DH

Directors asked that other residents wishing to volunteer material for the exhibition let David Howes as secretary know. This would enable him to ask for copies of any material which might be of value to the Society's own records.

All Residents

7. **Date of Next Meeting**

Wednesday 5 January 2005 8:00 p.m. at Number 7

ALL