

## Corner Green Residents Society Limited

### Minutes of Directors' Meeting

Held on Thursday 25<sup>th</sup> November at 8pm on Zoom

**Attendees:** Andrew Gibson (Chair), Nik Thuesen, Tristan West, Rosie Hewson (note taker), David Howes

Subject	Action
Tristan West was welcomed to the committee and it was resolved that he be elected a director of the company.	
David Howes is resigning as Treasurer and Secretary of the company and he was thanked for all his hard work on behalf of the residents over the past 13 years. He very kindly wrote detailed handover notes and is attending this meeting to answer any questions.	
<b>Breakdown of roles:</b> <ul style="list-style-type: none"><li>Tristan agreed to take over webmaster duties and keep the website up to date. He will also keep a copy of the minutes of meetings and send out links to the minutes to members.</li><li>David agreed to stay on to manage the accounts until the end of the financial year – 31<sup>st</sup> March 2021 to enable a smooth handover</li><li>Nik agreed to do the bookkeeping and maintain accounting records</li><li>Nik will file the accounts</li><li>Nik will look after the Utility Accounts including meter readings. He will also get renewal quotes</li><li>Andrew agreed to take over House Sales</li><li>Signatories – Currently Nik, David and Rosie are signatories on the bank account. We will need to complete a change of signatory mandate – Andrew and Tristan will complete a form – David will send an example to Andrew and Tristan. David will stay on as a signatory for the time being until this is sorted out to ensure payments can be made</li><li>Car Parking: David will explain this to the directors if and when there is a need to issue a ticket.</li></ul>	Tristan  David  Nik  Nik Nik  Andrew  All   David
<b>N0 59 Blackheath Park</b> <p>The owners of 59 Blackheath Park have requested to build a 'door' in the wall behind nos 19 – 23 Corner Green. This has been requested by previous owners and Corner Green has always denied them access. Nik replied to the owner and we have not had any recent correspondence from them. However, it was agreed if they come back to us we will engage a Solicitor to put together an official response on behalf of the residents.</p>	

<b>Road repairs and charging points:</b> It is the intention of CGRS to redo the roads in the near future. However, due to the need for more charging points Andrew is looking into the options of putting in charging points for cars at the same time as doing the road. He is also looking into Fibre Optic broadband.	Andrew
<b>Electrics</b> – The directors have been considering the electrics in the garages. This would be a big and expensive piece of work. It will be kept on the agenda to consider in the future. Nik has looked into all the costs.	
<b>Leaves:</b> Nik has asked for a quote from the contractor who took the leaves off the roofs last time and will ask him to do it again.	Nik
Meeting ended at 9.15pm	