

## **CORNER GREEN RESIDENTS SOCIETY LTD**

### **MINUTES OF EXTRAORDINARY GENERAL MEETING – Wednesday March 26 2008**

Meeting convened to consider a proposed extension to No 15 Corner Green.

Members present:

Simon Tilford (Chairman) (6)  
David Howes (Secretary) (7)  
Nadine White (15)  
Neil MacCormick (20)

Members represented by proxies:

Member	Proxy
Stewart and Christine MacFarlane (14)	David Howes (7)
Biddy Macfarlane (16)	David Howes (7)
Rosie and Dick Hewson (21)	David Howes (7)

#### **Introduction**

1. Simon Tilford as chairman of the Directors chaired the meeting. He explained that the meeting had been called to consider a [proposed extension to No 15](#) of approximately 65 cubic metres.

#### **The Proposal and Immediate Neighbours**

2. Nadine White (the applicant) explained that an alternative plan to that initially passed to the chairman and immediate neighbours had subsequently been shared with them. The only change was the substitution of a brick panel for a glazed panel in that part of the front elevation (secretary's note - approx 1 metre of width) adjoining No 16. She sought consent to adopt either approach (i.e. glazed or brick panel) depending on further advice and recommendation from her architect. She advised that materials for this brick panel would be "to match existing", as per the description of external materials for the original proposal incorporated in the meeting notice.

3. David Howes advised that he had received no objections from either immediate neighbour.

#### **Plans, Changes to Plans and Control of Building Works**

4. David Howes advised members of a letter received from Juliet Cairns (No 11) in connection with the meeting. Juliet asked that:

- plans for future proposals be circulated to all members
- applicants for extensions be told that changes should not be allowed after circulation
- the minutes make clear that the common parts should not be used for building work or storage of materials.

5. In relation to these matters David advised that:

- the extension procedure only requires the applicant to provide the secretary or a Director with three copies of plans - one for the chairman and one for each immediate neighbour. Nevertheless in future he would ask applicants to provide 23 copies of plans - one for each member. If these were not forthcoming, however, he was not able to make copies himself.

- The extension procedure assumes that:

*"any actual building works will conform to the plans and specifications as presented to the society, and that the applicant undertakes to comply with the current guidelines drawn up by the Directors to minimize disturbance to neighbours during building operations. If at any time between the plans being lodged and the completion of the building the applicant should find it necessary or desirable to alter the declared purpose, use, or any outside appearance or dimension of the proposed extension, he shall immediately so inform the Directors, who shall have a discretion as to whether such alterations are sufficient cause to require a repetition of all or part of the consent procedure."*

The provision on alterations to plans could apply if they were altered before an EGM and Directors felt the change were sufficient to merit the meeting being reconvened at a later date to allow members adequate time to consider the change. It is important that applicants and Directors are aware of this provision.

6. Nadine advised that she did not plan to vacate her house for a lengthy period during the building work and would therefore be on site to control the work of her contractors. She also advised that she would make clear to her contractors that they could not use the communal land - including the lane behind numbers 10-14 or the lower car park for building work or storage of materials. There may be a need to locate a skip in the lower car park for a short period and in this event she would seek consent from Directors for its presence. She also undertook to notify Directors of the start time and planned duration of the works. Members welcomed these undertakings and agreed that those relating to restrictions on use of communal land and notifications to Directors be minuted alongside any decision on consent to the proposed extension.

## **Granting of Consent**

7. In the absence of objections from immediate neighbours, and in accordance with the procedure for extensions, the chairman moved that:

the Directors give consent on behalf of the company to either of the alternative extension proposals for Number 15 presented to the meeting.

Without prejudice to overriding requirements of the Scheme of Management or previous resolutions regarding minimisation of neighbour disturbance, this consent would be granted on the basis that the applicant would adhere to the specific undertakings given at the meeting in relation to prevention of use of communal land (including the passage behind Nos 10-14) for building works or storage of materials - except as may be authorized by Directors (e.g. for a temporary skip) - and notification to Directors of the start date and anticipated duration of works.

On being put to the vote the motion was agreed with all members represented voting in favour.