

**Minutes of the Meeting of
Chestnut Place Residents Association
Held in the Watlington Parish Office
at 6.30pm on Tuesday 3rd June 2014**

Present: Alistair Goulden (AG) - Chair
Denise Allnutt (DA) – Treasurer (SKP Solutions)
Wyn Crook (WC)
Louise Nisbett (LN)
Angela Morris (AM)

Minutes: Sarah Pullen (SP) – Clerk (SKP Solutions)

001/14 Apologies for absence
Suzie Bradley, Karen Byer

002/14 Minutes of the meeting held on Tuesday 21st May 2013 to be signed as a correct record
Resolved: That these minutes are a correct record and that they be signed by the Chairman.

003/14 Matters arising from the minutes
Share Certificates
There was a discussion about the necessity of Share Certificates, which are no longer required.

Plants and Tubs

DA had prepared information for the replacement of the tubs with new tubs and artificial bushes.

Resolved: To go ahead with a budget of £1000 without referral – refer back to committee for anything extra

Gardening

Area around electricity sub- station is now mown by CPRA gardener and Angela is no longer paying for it.

004/14 Election of Officers
Chairman: WC proposed Alistair Goulden, LN seconded - UNANIMOUS
Vice Chair: WC proposed Louise Nisbet, AG seconded - UNANIMOUS

AG proposed that SKP Solutions continue with

Treasurer: Denise Allnutt - UNANIMOUS

Clerk: Sarah Pullen - UNANIMOUS

005/14 Financial Report

Gardening

It was reported that although the gardening costs are higher this year, we now receive a monthly bill which is considered to be at the ‘market rate’.

Sinking Fund

The sinking fund has enough funds to cover repairs, gardening etc. It was felt that we should attempt to act proactively to keep the estate up to scratch rather than reactively.

Investments

There are no good bank rates at present to make it worth moving the savings, but DA will keep an eye on this throughout the year.

006/14

To agree fees for 2014

Resolved: To keep the annual fee at £100 x 23 properties (to include the 6 properties belonging to Mr House) - UNANIMOUS

007/14

Budget for coming year

Gardening (approximate cost)	£1200
Insurance	£ 500
Admin Charges (inclusive of VAT)	£ 480

Resolved: To agree a budget of £2200 for the forthcoming year. The costs for the new pots and plants should be taken from the sinking fund.

008/14

Maintenance

AM said that the area is looking very scruffy at moment. DA has spoken to the gardener and the wet spring has meant he hasn't been able to make visits during the early months of year.

Gardening work is now undertaken by Andrew Sloane following meetings with SP/DA. A schedule has been agreed. Andrew charges £128 per month for the works, when required. There will be fewer visits in the Winter.

AM pointed out that the residents parking place is marked by a 4 X 4 post which has been knocked off.

Resolved: SP/DA to investigate this with AG

Kerbside is damaged. ('A' on map) The kerb is owned by Oxfordshire County Council.

Resolved: To report to OCC Highways to repair kerbside.

Parking

A letter was read out from Karen Byers regarding parking. An extra car is parking behind Alison Semple's car and this is causing a problem on the corner. In particular, she is worried about child safety. She is also concerned that people are leaving their bins out, which is unsightly, and also causes a problem when using the footpath.

Resolved: To write to all occupiers and ask them to only park in their own marked bays and make sure bins are brought in promptly after emptying.

Parking Areas

Dave Pullen Handyman has repainted the white lines on the parking spaces.

However, Nicky Stafford has contacted him to request to change the positioning of the end space to accommodate the walkways.

Resolved: To ask Dave to revisit.

Thames Water

To check if the drains have been adopted by Thames Water as proposed.

Resolved: AG to check with Justin Bradley if this has been done.

009/14

Any Other Business

WC said it would be useful to know if/when people move house.

Speed Hump

One of the speed humps is loose.

Resolved: To ask Dave Pullen to look at it when he does the painting.

Warning Signs

AM said she would be happy if there were bigger warning signs approaching the development. It was felt that this wouldn't be required, but that existing signs are made more visible.

Resolved: To ask Andrew Sloane to cut back any overgrowth covering signs.

There being no other business the meeting closed at 7.20pm