

**Minutes of the Meeting of
Chestnut Place Residents Association
Held in the Watlington Parish Office
at 6.00pm on Tuesday 5th June 2018**

Present: Nicki Stafford (No. 4) – Chairman
Denise Allnutt – Treasurer (SKP Solutions)
David Keable-Elliott – (8A Davenport Place)
Jon Stafford (No. 4)
Justin Bradley (No. 13)
Paul and Sue Sabini (No. 15)
Alistair Goulden (8 Davenport Place)
Dan Byer (No. 11)
Teresa Robinson (No. 1)
Keiron Burton (No. 3)

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

- 001/18 Apologies for absence
 Mel Ward – (No. 5)
 Paddy Jackson – (No. 2)
- 002/18 Minutes of the meeting held on Tuesday 23rd May 2017 to be signed as a correct record
 Steve Cemm surname is ‘Cemm’ not Kemp as recorded.
Resolved: With the above correction, these minutes are a correct record and that they be signed by the Chairman. - UNANIMOUS
- 003/18 Matters arising from the minutes
 There were no matters arising.
- 004/18 Election of Officers
Chairman: TR proposed Nicki Stafford, AG seconded.
Vice Chair: JS proposed Dan Byer and AG seconded.

NS proposed and DB seconded that SKP Solutions continue with:
Treasurer: Denise Allnutt - UNANIMOUS
Clerk: Sarah Pullen - UNANIMOUS
- 005/18 Financial Report
DA presented the accounts for the last year.
It is disappointing this year that we have an excess of expenditure over income. There is a balance of £450 from someone who has left the development without paying their fees up to date. This year SKP weren’t informed when people were moving out, and consequently were unable to chase the outstanding balance before the property was vacated. We now have contact details for the previous owner, and will chase.

The new owner, David Keable, said that the exchange of contracts happened one month before the completion date, and his agreement with her was that all expenses were paid. David was not aware of CPRA prior to moving in. He will look to see what questions were asked at point of sale and report back.

Fees from properties in Brook Street were disputed during the year. We were sending invoices to the new owners of one of the Brook Street properties, and the new owner disputed the legality of this demand. The original agreement said that owners of the Brook Street properties would not have voting rights, but would pay towards the parking and contributes to the sinking fund. Steve Cemm was at the meeting last year, and offered to pay £50 per property he rents, and fully for the other property. However, as we had this dispute, it was felt that we couldn't charge just one of the properties.

AG felt that we should continue to charge, but there was never any agreement in writing, and this was a good will gesture on behalf of Arthur House and his Nephew. His argument was that he didn't want to pay without getting some evidence of maintenance.

Resolved: That moving forward we should formalise the previous 'goodwill' agreement and justify to the Brook Street residents what the annual costs are. We should chase accrued debts. SKP to seek legal advice and report back to the Members. - UNANIMOUS

006/18

To agree fees for 2018/19

Resolved: To keep the annual fee at £150 x 23 properties (to include the 6 properties that belonged to Mr House) – Vote: 9 In favour. 1 Abstention.

It was agreed that we should call an EGM if we have a negative response to the Brook Street fees. (Mid-September).

Resolved: To accept the accounts for the period 2017/2018. – UNANIMOUS

007/18

Bank Signatories

Currently they are Dan, Kathryn and Denise and there is no requirement to change them this year.

008/18

Review Property Ownership changes

Owners will contact SKP if they know that a property is changing hands, to ensure they can perform company handover.

007/18

To agree the SKP Solutions fees for 2018

SKP Solutions are happy that fees remain the same at £1800 plus VAT. However, additional charges may be agreed for projects considered over and above the current contract as they may arise.

Resolved: To accept a fee of £1800 plus VAT - UNANIMOUS

008/18

Maintenance

The current gardener has formally resigned from continuing with the gardening. Dan Hendy has agreed to cover it until a new gardener is found.

A huge amount of time is spent organising the gardening and in particular the damage to the pots. The garden is extremely ‘scruffy’ at the moment.

The round pots have been moved back down the drive and have put some logs in their place to try and prevent parking.

David would like to know which parts of the garden belong to him and he would like to contribute to the associated costs. It was agreed to meet on site and agree how to take this forward.

The area behind Nicki’s should be reviewed, and possibly concrete or pave.

No 39 Brook Street are still keeping their bins and have built a log store. – SKP to write to them. (and No. 37 – both owned by Mr Cemm)

Plastic trees have been rescued by Alistair (2 of them).

It was noted that the owners who were working at No 39 repaired guttering at the garages.

009/18

Garages/Parking

Annual ‘lottery’ for the additional parking space in the garage area is awarded to: Nicki and Jon Stafford.

Conditions for entry into the lottery are that you use your own garage, you have a need and parking is used for a car.

SKP should obtain a quote for the resurfacing the garage area.

The white lines need renewing. These are designed to avoid people from parking on the drains.

The Sabini’s said that the kerb stones opposite No 13/14 need to be reduced to increase the turning circle. SKP will come and inspect.

SKP has obtained a quote for dropping the kerb at the entrance to Chestnut Place. However, it was agreed that we should check with OCC who owns the kerb stones and obtain any relevant permissions before continuing with this.

Charging point for electric cars – It has been requested that we consider a charging point for an electric car. It was agreed that we should ask the requester to look into it and report back.

010/18

Any Other Business

Rats – We have written to all owners about a terrible rat problem, particularly around No 5 and 6. This area backs onto the Brook Street bins, which are often left open. The rats are now nesting under the sheds of 5 and 6. They have also climbed into the Ivy to get into the eaves of these two properties. We have spoken with Brook Street

residents committee. Robinson Sherston have requested that we do something about the Ivy behind (where emergency door comes from Couching Street). Number 7 etc. Our pest control man confirmed that they won't nest in it. We have been reticent to take all the ivy off, but will trim it back.

Resolved: To continue taking measures to eliminate the rat problem, working with all the residents and the residents of the adjacent properties.

Security issues/property damage

There have been some security issues and property has been damaged. We should continue to make residents aware and ask people to keep an eye out. This has been Watlington wide. We should be vigilant and look out for each other. We could request a Community Police visit if deemed important.

Website

SKP Solutions have created some CPRA pages on their website for residents to look at information about CPRA, Accounts, Minutes, Parking and other useful information. To access, please visit www.skpsolutions.co.uk and select CPRA from the menu. This area is password protected, and the password is **Chestnut2018**. Please let Denise or Sarah (SKP) know if you would like any further information to be available from these pages.

There being no other business the meeting closed at 7.32pm