

# Minutes

**Meeting:** Annual General Meeting of Ruskin Court Residents Limited

**Date:** Tuesday 25<sup>th</sup> September 2024 at 6pm

**Location:** St Johns Church Hall, Church Hill, Knutsford, WA16 6DH

**In Attendance:**

JS	VW
XB	XB
VW – Chair person	FD
VL	SD
SL	AS
JM	SS
MS	Emma Bonham-Grant (EBG) – Domain
MF	

Item No.	Description	Responsible Person
	<b><u>Apologies</u></b> Given prior to the meeting - AW from number 4 Given by MS at the meeting – MC from number 12 Given by MS at the meeting – CT and KT from number 11 Given by JS at the meeting – VG from number 34 Given by JS at the meeting – SD from number 38 Given by SL at the meeting – GP from number 8	
1.	<b><u>To receive and accept the Minutes for the last Annual General Meeting</u></b> A copy of last years minutes were circulated with the documents for this meeting. Those minutes were received and accepted.	
2.	<b><u>To receive and accept the Accounts for the year to 24<sup>th</sup> December 2023</u></b> A copy of the accounts were circulated with the documents for this meeting. The accounts were received and accepted.	
3.	<b><u>To Appoint Accountants to the Company</u></b> Messrs Morton Baxter Associates Limited, are hereby re-appointed as Accountants to the Company from the conclusion of this meeting until the conclusion of the next Annual General Meeting and to authorise the Directors to fix their remuneration.	
4.	<b><u>To Appoint Directors to the Company</u></b> No nominations were received prior to the meeting.  Prior to the meeting David Burnett informed EBG of his intension to resign as a Director at this meeting. Therefore going forward he will be removed from his position.  Xavier Brooke and Val Leete, as the longest standing Directors, are standing for re-election.  A vote via show of hands was made with 6 votes in the room voting in favour of Xavier’s re election. There were no votes via show of hands voting against his re election and no additional proxy votes. Therefore, by majority vote Xavier was re-elected as a director at the meeting.	

	<p>A vote via show of hands was made with 9 votes in the room voting in favour of Val's re election. There were no votes via show of hands voting against her re election and no additional proxy votes. Therefore, by majority vote Val was re-elected as a director at the meeting.</p>	
5.	<p><b><u>Any Other Business</u></b></p> <p><b>Additional gardening</b> – JS suggested using some of the company funds that have built up to put towards additional gardening visits throughout the year for extra mowing and hedge cutting. XB suggested this would be beneficial during the growing months (June – August).</p> <p>MS mentioned that the conifer trees by her apartment need to be removed and the ivy on the top and to the side of the arch needs taking out. She is also unsure if the flower beds are being weeded.</p> <p>XB suggested putting together a schedule of works throughout the year for the gardens. EBG stated that there is one in place from 2022 when we initially instructed Prestige. EBG also mentioned that if residents are unhappy with the service from the gardeners we could go out to tender again for a new team.</p> <p>EBG will ask Prestige for a quote to remove the conifers and discuss it with the Directors.</p> <p><b>Paving</b> – XB explained that he did an assessment of the paved areas and has been able to provide rough costings for the following:</p> <ul style="list-style-type: none"> <li>• To replace the paving blocks with tarmac and add a ramp where steps are - roughly £10,000.</li> <li>• To replace the paving blocks with tarmac and keep the steps in place – roughly £12,000.</li> <li>• To replace the paving blocks with resin stones – roughly £20,000.</li> </ul> <p>VL noted that we would need to consider the aesthetics of the area and not just the cost. SS mentioned that the development is in a conservation area therefore aesthetics would have to be considered.</p> <p>The general consensus was that tarmac is not an option. EBG suggested we look into the cost of resin stones but also ask the contractors if it is possible to build up levels instead of the current slope so that new pavings could be put down.</p> <p>It was agreed to get quotes this year for the board to consider and potentially use some of the company funds towards it.</p> <p>also ask the council to contribute towards the cost of taking it up.</p> <p><b>Outside lights</b> – SL stated that there are a few lights not working that belong to the council. The council have mentioned that they need further investigation which may include taking up the paving and arch.</p> <p>EBG mentioned that this could work well as we could ask the Council to pay for the cost to take it up and they we pay to replace it.</p> <p><b>Pathway</b> – A discussion was had as to whether or not the pathway between Ruskin Court and Mere Court has a public right of way or a private right of way. If it has a private right of way then Ruskin Court needs to consider its liability and adding signage to that area stating "use at own risk" would be advisable. Directors to look at the Highways adoption plan.</p> <p><b>Gutter clean</b> – A gutter clean by Will at RAB (the old cleaner) for the apartment block has been scheduled for next week. He is charging £200 &amp; VAT.</p> <p><b>External updates</b> – We have received the following quotes:</p> <p>Steel Frame Homes - £6,800 &amp; VAT to repair and replace the gutters and downpipes where needed and report back about the structural integrity of the soffits and fascia timbers. All on a cherry picker</p> <p>RMG - £19,225 &amp; VAT to replace all gutters and downpipes, clear the roof of moss and advise on timbers and if a patch repair can be done. All with scaffolding</p> <p>Transition - £22,154 &amp; VAT - to replace all gutters and downpipes, sand down timber fascias and wooden structures and repaint. All with scaffolding</p> <p>It was agreed at the meeting to ask each contractor to quote for the following works:</p>	<p>EBG to seek a quote.</p> <p>EBG to seek a quotes.</p> <p>DDs to look into the Highways plan</p>

	<ul style="list-style-type: none"> <li>• Fully replace all of the gutters &amp; downspouts</li> <li>• Add in extra downspouts and drainage</li> <li>• Repair all timbers that are flaking</li> <li>• Removal of moss from the roof</li> <li>• Repainting the walls</li> </ul> <p>MS pointed out that the Leylandii by flat 4 is growing up the building and eating away at the paintwork and will therefore need to be considered before painting takes place.</p> <p><b>Car park</b> – MF asked why the Mercedes parked in the car park has been left there. EBG stated that Ruskin Court needs to decide if it wants to enforce the parking policy. XB mentioned that if the rules are applied then they have to be applied to everyone and he briefly read them out to the meeting. EBG asked the members if this is something they want enforcing. SS mentioned that the lease states that if the Company make regulations, then they are enforceable. He also believes that the current parking policy needs to be revised. It would be best to look at the entire parking issue and the rented parking spaces. EBG suggested maybe getting a company in to mark out suggested spaces etc.</p> <p>It was also suggested that maybe we should no longer rent out parking spaces PA Ross but rent them to residents instead. XB stated that we should send out information asking residents if there is an interest to rent the spaces.</p>	EBG to ask for updated quotes.
	<b>With no further business to discuss, the meeting was closed at 7:30pm.</b>	