



**3. To Adopt the Company Accounts for the Financial Year ending 31<sup>st</sup> March 2020 & 2021:**

3.1 Mr Fox proposed to adopt both Accounts which was seconded by Mr Sparks.

**4. To Approve the Minutes from the 2019 AGM and Matters Arising:**

4.1 All present were happy to approve the AGM Minutes.

4.2 Works had been completed on the small balcony opposite Flat 19 and works were progressing on the large balcony. Mr Megilley expressed concern at the original design of the balcony, especially with regard to the drainage system. Whilst the works were progressing within the agreed budget, every effort would be made to ensure that the contractor carried out their required works as competently and sufficiently as possible. Mr Megilley was welcome to cross-check progress with the contractors if he wished.

**5. Service Charge Discussion:**

5.1 Although an increase of 8% (£2,753) was proposed by Crown in March 2022, it was found that this was not going to cover the expenditure for the year ahead. Accordingly, the Directors recommended that the budget be increased by a further £3,900 for the budget 2022-23 making an increase of £6,653 in total. The service charge, therefore, increased from £34,247 to £40,900 which was billed accordingly.

5.2 It was suggested that the Service Charge remain the same for the forthcoming year.

5.3 The Leaseholders were thanked for their input and vote concerning a new door entry system at a cost of £4.7k, where it was overwhelmingly agreed to budget this item in the new financial year, in 2023.

Crown

**7. Any Other Business:**

7.1 Building works – TJ Smith agreed to investigate the walkway door further. Mr Megilley asked that everything should be inspected whilst it is exposed during these current works. Drainage should also be looked at. Mr Megilley suggested that a surveyor should be advising.

7.2 Windows – Flat 6's window frame requires replacement, Windows of Distinction to be sent a works order.

7.3 The door at the rear of the building is slamming, Mr Smith agreed to adjust the door.

7.4 There is some tape that needs removing of which Wayne, Ahead 4 Heights will be asked to remove. The drains and gutters will also be cleared by them in due course as well as spikes being put in place to stop birds nesting.

7.5 Cliff & Tree Safety – Part of the cliff had come down into the parking bay of Flat 19. The cliff face appears to be "unadopted land". If Great Cliff carried out any works on the cliff, then it could be assumed that the company would take responsibility – Crown to look into this issue as legal work maybe required.

Mr  
Smith

7.6 Articles of Association – it was acknowledged that these were not up to date and that they should be adjusted to ensure that the Leaseholders could re-elect the Directors each year, as part of a democratic process at each AGM. This was unanimously approved by those present at the meeting, including taking any legal advice, as required.

Crown

Crown

7.7 Car Park Speed Restriction – The members agreed that some residents and visitors need to be more aware of the need to slow down when driving into and around the rear car park area. Rather than a 5mph speed restriction sign, it was agreed that a more visual sign was required.

Crown

Thanks were given to the Directors for all their hard work and effort.

**Meeting Closed at 11.40hrs.**

**General Notice: May we remind those owners (where applicable) who have failed to upgrade their front door to a fire door to complete this work and to provide the fire safety certificate to Crown. Non-compliance could jeopardise the validity of the Building Insurance.**