

GREAT CLIFF (DAWLISH) LTD

Minutes of a Board Meeting held at 9 Great Cliff on
Thursday, 6th June 2024 at 11.00am

Present: Barry Brant (Flat 11)
 Paul Guest (Flat 3)
 Roger Smith (Flat 9)

1. Apologies for absence

Apologies were received from Paul Sparks (Flat 18).

2. Minutes of Previous Meetings

The Minutes of the Board Meeting held on 24th April 2024 were approved.

3. Matters Arising

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It was noted that there still remained £4.3k to be paid to TJ Smith and that this would be paid once our Current Account had reached £10k from Service Charge Arrears.

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The internal painting of the communal areas had now been completed during May, at a cost of £3.5k.

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Following the Surveyor's Report regarding water ingress to Flat 10, remedial works will be carried out by TJ Smith at a cost of £2,952 including VAT. The scaffolding to enable works access is due to be erected on Wednesday, 12th June 2024.

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The survey on the cliff face had been undertaken on behalf of Teignbridge District Council on the 19th March 2024, with the report submitted to the Board on 4th June 2024.

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The installation of the smart meter by SSE Energy had been completed on 3rd June 2024.

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4. Finance Report

The financial figures to 30th April 2024 were reviewed which showed a positive cash balance (excluding the Sinking Fund) of £9,988 plus service charge arrears of £16,221, making a total of £26,209. As of 6th June, it was understood that the bank balance had reduced to £6.5k due to payment of £3.5k for the internal decorating. This would leave available funds at approx. £22.7k for the year ahead.

It was noted that the outstanding budget of £40,181, was likely to be reduced to £26,681, following a payment of £10k to TJ Smith during May, together with £3.5k for internal decorating, leaving the remaining budget at approx. £26k, which would leave a shortfall of approx. £4k. In addition, there would be unbudgeted costs of £3k to resolve the water ingress at Flat 10 plus a further (unknown) amount to resolve a problem at Flat 16. In addition, it was unknown if there would be additional unbudgeted costs against our insurance premium, following the Surveyors Report for the cliff face.

Bearing in mind the additional costs above, it was understood that there could be a shortfall of approx. £7k to £10k against the budget for the current year and that options to resolve this issue would put forward at the next AGM in October 2024 for the Leaseholders to decide on how best to proceed.

It was noted that the Sinking Fund remained at £10k, which was considered to be the "minimum acceptable amount".

5. Maintenance & Repairs for 2024

It was understood that the external balcony painting for the second floor was likely to cost £2.7k plus a further £420 for the ceilings, £3.1k in total. These works would be placed on-hold for the time being.

A Surveyor's Report had been received in April 2024 concerning water ingress to Flat 10. The report had recommended that provision be made for the cutting out and replacement of the cavity trays on all faces of the bay window, so that new proprietary cavity trays with stop-ends and interlocking corners can be installed, together with sufficient weep vents to let water weep out. It had been agreed that the works should be carried out at cost of £3k, during June 2024.

It was understood that Flat 16 may have a water ingress problem and that instructions had been given to TJ Smith to investigate further.

A works order had been issued by Crown for Ahead for Heights to clear out gutters, gullies and drains, during May 2024 but the outstanding works would be chased up by Crown.

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6. Cliff Face and Rear Car Park

Following a cliff fall in early December 2023, a Geotechnical Inspection was carried out on behalf of Teignbridge District Council (TDC) on the 19 March 2024, with the Surveyors Report submitted on 4 June 2024. It appears that the rockfall was caused by an unprecedented period of stormy weather and heavy rain and it is now apparent that debris from rockfalls and soil slides is likely to impact our rockfall catcher fence at the bottom of the cliff. There is therefore, an unacceptable risk or injury to persons and damage to vehicles using the parking area and, as such TDC fenced off the parking bays at greatest risk (Nos. 1, 10,14 & 13).

In addition to the above, rockfall hazard signs were put up, including a reminder that all cars are parked at owners' risk. TDC are only concerned with their section of the cliff which runs from the west side of the car park to the bin shed, which is within the identified risk area. The Survey Report recommends that the cliff face area owned by TDC is fully netted and that the largest tunnel affected by the rock fall is backfilled with concrete. As of June 2024, TDC have confirmed that they will be circulating the report to their senior leadership teams to identify a budget for capital works, together with programming. It was agreed that Paul Guest would be requesting a site meeting with TDC to discuss reparations for the rock fall, the extent of the remedial works required, and likely timescales involved, to enable the car park to return back to normal use.

It was noted that a copy of the report has been provided to our Insurers by Crown Property Management Ltd but it is currently not known if our current insurance premium will be affected.

7. Any other business

There were no other items of business discussed.

8. Date of next meeting

To be confirmed.