

# THE BLOCK



**Residents Meeting / Directors Meeting / Annual General Meeting**  
 held on  
*dd/mm/yyyy*  
 at  
 venue

<b>Present:</b>	Miss Flat 1 Mr Flat 2 (Chair) Mr & Mrs Flat 3 Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Another Leaseholder who attended Estate Manager Ringley	F1 F2 F3 F24 F13 F28 F11 F7 F8 F57 F47 F29 F17 RCS
<b>Date Report Typed:</b>	<i>dd/mm/yyyy</i>	

<u>ITEM</u>	<u>REPORT</u>	<u>ACTION</u>
apologies:	RCS confirmed that they had received apologies from F60, F42, F25	
1.00	<p><u>Approval of minutes of the previous AGM</u></p> <p>No objections were made to last year's minutes which were adopted by unanimous vote.</p>	Note
2.00	<p><u>Approval of Accounts for the year ending dd/mm/yyyy</u></p> <p>The accounting period was clarified and RCS presented the accounts. Questions were taken from those present.</p> <p>RCS confirmed the accounting structure being somewhat unusual due to the lease at The Block having service charges calculated are referenced to 3 different expenditure heads. (a) expenditure on the estate at large, (b) expenditure on the communal heating, and (c) lift expenditure for Block 1.</p> <p>The increase in expenditure on maintenance and obsolescence of the entryphone system was discussed.</p> <p>F7 requested a breakdown of legal fees RCS undertook to provide information within 10 days.</p> <p>F29 requested an explanation on the pest control expenditure. It was advised that this related to the treatment programme in respect of pharaoh ants.</p> <p>After questions the meeting took a vote to approve the accounts, by majority vote the accounts were approved.</p>	Accounts approved. Year end deficit to be split and accounts filed with Companies House.
3.00	<p><u>Election of Directors</u></p> <p>RCS confirmed that no leaseholders had offered themselves for election as Directors.</p> <p>RCS confirmed that the existing Directors were happy to stand for another year. A question was raised as to whether the Memorandum &amp; Articles of Association required retirement by rotation and whether it was correct for the same Directors to get re-elected.</p> <p>RCS confirmed that the Memorandum &amp; Articles of Association did not require Directors to retire by rotation.</p> <p>A majority vote approved the Directors to continue in office</p>	Note
4.00	<u>Appointment/re-appointment of the Auditors</u>	

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	RCS advised the meeting that alternative quotations during the year resulted in a proposal to change the Auditors to XYZ Accountants Limited. A majority vote approved the appointment of the new Auditors	Note
5.00	<p><u>Discussion on rolling reserve plan</u></p> <p>RCS presented the rolling reserves plan formulated with the Directors during the year.</p> <p>Discussion followed as to whether some items were higher priorities than others as currently stated in the interim, for example there was general feeling that The Block was at risk of injury due to dislodged paving slabs. There was strong feeling at the meeting that this item needed to be moved forwards. The Directors took on board the feeling of the meeting and resolved to consider the matter.</p>	
6.00	<p><u>Planning future major works</u></p> <p>RCS confirmed that the internal decorations were to start in July</p> <p>General comments from the floor regarding internal works on colour schemes, the majority believed that existing colour scheme should be maintained.</p>	
9.00	<p><u>Any other business</u></p> <p><u>Parking</u></p> <p>There was discussion on the merits of clamping, permit parking and the current situation of toleration, removing dumped cars and using stickers on illegally parked cars. Generally the meeting was not in favour of clamping and the difficulties of operating a permit system were discussed. The consensus was to continue as is for the time being. It was a concern raised by the Board that not everybody has a car parking space, and that the only person who may have spare car parking spaces for sale/rental were Westminster Council. It was reiterated by the Board that to sublet a car parking space was a breach of lease and that any Lessee who did so was at risk of receiving a Section 146 Notice.</p> <p><u>The open space/play area:</u></p> <p>A request consideration whether a notice/rules on the play area would be beneficial. The Board urged all residents to encourage and deter children from kicking balls against the garage doors.</p> <p>It was agreed that in the next newsletter Ringley would advise Leaseholders and tenants, that more supervision was required by parents.</p> <p><u>Satellite dishes</u></p> <p>The meeting expressed general dissatisfaction that a number of satellite dishes in Block 2. The Board advised that this was a breach of lease but there were human rights issues in respect of allowing people to watch channels of their choice. The Board undertook to investigate a proper satellite system.</p> <p>The consensus of the meeting was that dishes should be tolerated whilst there was no communal system and residents should be held to put dishes within their balconies rather than on the front elevation of Marble House.</p> <p>The meeting closed at 9:05 p.m.</p>	<p>RCS</p> <p>Board/RCS</p> <p>Board/RCS</p>

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