

→ **Budget correction**

In the budget distributed in June 2016, one note was incorrect. The D&O Insurance premium is allocated 100% to the Estate, not split 4% / 96%. The figures showed this correctly.



Parking permits

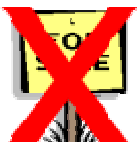
Current parking permits expire on 28 February 2017. The Managing Agent will distribute new permits and scheme rules to the properties on the Estate before then, as last time. This avoids delays while landlords forward them to tenants.

Owners who have opted out of parking control will not receive permits and, if someone else parks in their space, no action can be taken. If anyone else wishes to opt out, please inform the Managing Agent by the end of December.

Any vehicles breaching the scheme rules are liable to receive a penalty notice.

→ **Snow and ice**

If snow falls or is forecast or it is icy, grit / salt will be put in St Benedicts Close (by the bin), Abbey Drive and Limetree Walk for residents to use.



For sale and rent signs

Flat leases do not allow signs to be erected outside, only a single sign in one flat window. Houses may only erect signs on their land.

You must inform your estate or letting agent of this and not permit it to erect signs elsewhere. Signs put on Estate land and fences will be removed and the costs of this and any repairs will be added to your service charge account.

→ **Cannot holiday rent flats**

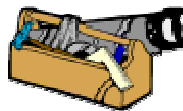
Flat leases require consent for sub-letting and **short-term holiday rentals**, like AirBnB, are **not allowed**. Our conditions require tenant reference checks. Our solicitor will write to any flat owner breaching the lease in this way at their cost.



Pest work

Despite repeated requests over several months by both the Managing Agent and contractor CSCS, residents did not allow access to fit mesh in both lofts to prevent pest entry at 21-26 and 31-36 Abbey Drive and 1-11 St Benedicts Close.

Other contractors declined to tender because of the difficulty of arranging access and, because of the lack of cooperation, CSCS has now declined the work. It has, therefore, been cancelled and no more can be done to protect those lofts.



Maintenance

The usual kinds of general maintenance work have been carried out, repairing fencing and flat block stair treads, replacing ceiling lamps and clearing a drain, for example.

The second local electrician that the Directors tried has proved successful in carrying out work. He replaced the failed street light in Abbey Drive and repaired other security and flat block lights.



LED lamps

More LED lamps for flat block wall and ceiling lights became available at a good price, so the Directors bought these. They will be fitted to the majority of lights over the next few months.

They need minor alterations to the fittings by the electrician but the cheap price and electricity savings will still reduce costs in just over 3 years.

Tests on LED lamps for the strip lights by flat doors were not successful, so these will have to remain with low power fluorescent lamps.

→ **Flat safety and security**

Do not let strangers into flat blocks even if they give a plausible reason. A mailbox is believed to have been broken into in this way. If a crime is in progress, call the police on 999. If you see anything suspicious, call them on 101.



Newsletter – December 2016



Annual meeting

The Annual General Meeting was held on Thursday 17th November in St Boniface Church Hall. There was great difficulty finding a suitable venue because St Nicholas and Trident Business Centre no longer take evening bookings.

Two Directors and 9 other shareholders from 8 properties attended, some for only part of the meeting. There were 3 proxy nominations to the Chairman: 1 with voting instructions, 1 with discretion on voting and 1 with discretion for one item only.

More information and the documents for the meeting are available on the website at www.stbentooting.co.uk/agm.

The resolutions considered were:

- The minutes of the previous meeting were approved.
- The report of Directors and Accounts for the year ended 30th June 2016 were adopted. Service charges are held in trust so a Statement of these, which shows more detail, was also presented for information.
- Maintenance work carried out in the year was described. The local handyman and electrician found by the Directors are providing good service at economical cost. Flat cracking and inspection before the next periodic maintenance were discussed.
- The Directors provided an update on work to be funded from reserves and took guidance on the priority and order of future work as funds become available. Entryphones are failing and are having to be replaced, two more shortly. LED lamps will be fitted (see separate article). Electrical testing required by law is due in 2017. Those present agreed with the Directors that insurance revaluation should be done every 5 years, next in 2018-19. Flat walls will be inspected for further thermal cracking before the next maintenance in 2020. Of the optional work, flat owners regarded fitting air brick grills to prevent mouse entry (if the pilot is successful) as higher priority than sealing the floors in flat communal areas.

- Mr Ravi Joshi and Mr Kevin Herrmann were willing to continue serving as Directors and there were no objections to this. There were no other volunteers.
- The LED lamps that the Directors bought at a good price for flat block wall and ceiling lights need minor re-wiring of the fittings. The electrician will be employed to do this but the Directors may also alter some. The resolution last year allows payment to Directors only for alterations to strip lamps. This needed amending to cover wall and ceiling lights and to allow lower payment for less work, at £7 per lamp. The Directors did not vote or cast discretionary proxy votes to avoid conflict of interest. The resolution was passed.

A number of matters were raised under any other business:

- After a complaint from an owner not present, the Directors explained the parking scheme.
- Community Vision will fit new aerials for Sky Q and remove old ones on 12th December.
- In response to concerns over anti-social behaviour in the alleyway from St Benedicts Close to Rectory Lane, the Directors will see if extra dummy security cameras can be fitted and the bushes reduced in height.
- Rendall and Rittner will write to Graveney School about pupils causing a disturbance.
- The difficulties of erecting a cycle shed were explained. Racks are available and bicycles must not be left in flat common areas. If a way of overcoming the issues is suggested, a shed can be considered again. A dumped bicycle and stolen mopeds were reported.
- The Management Company will check again if Council consent would be granted to fell the tree at the back of 31-36 Abbey Drive. There would be consultation before any work.
- Holiday renting of flats was raised but is not permitted (see separate article).

→ Christmas and New Year

The Directors and Managing Agent wish all owners and residents a happy and peaceful Christmas and New Year. Details of Council waste and tree collections over the period will be published on the St Benedicts website.

