

Adagio Management Company Ltd

Company Number: 05313721

Minutes of the Annual General Meeting of Adagio Management Company Ltd Tuesday 2 October 2018

The Annual General Meeting was chaired by Gareth Wells, Director of Adagio Management Company Ltd and introduced the Board of Directors being June Hussey, and Dave Canty.

The Chairperson declared the meeting open at 1800 hrs. Apologies received and recorded from Accent Housing. Tom McManners from Treetops Accountants was introduced along with Timothy Burr the representative of Parkgate Aspen, representing Delph 2 LLP properties.

1. Notice of the Meeting

The Chairperson read the Notice to convene the Meeting which was approved unanimously.

Proposed and carried by those present.

2. To receive the report of the Directors and Annual Accounts for year ended 31 December 2017

The accounts were presented by Tom McManners of Treetops Chartered Accountants who tabled the Accounts for the year to 31 December 2017. Thanks were given and Tom offered a brief but concise breakdown of the Service Charge Accounts for year ended 31 December 2017. The overview paid great attention to the affluence of the Company, with funds of £162,000.

Tom explained his role as the independent Accountant and in doing so the checking both receipts and expenditure and the costs of running Elmhurst Court including communal cleaning, grounds maintenance, repairs, buildings insurance etc.

3. To re-appoint the following Directors

There were no new nominations for Directors and therefore David Canty, June Hussey and Gareth Wells re-stood for election and their re-appointment was unanimously approved.

4 To Appoint as Auditors

The Chairperson proposed the re-appointment of Treetops Chartered Accountants of 269 Farnborough Road, Farnborough, Hants, GU14 7LY, which was received and carried unanimously.

email
telephone
web

enquiries@itsyourplace.co.uk
0330 660 0699
www.itsyourplace.co.uk

Adagio Management Company Ltd

5. To Consider Any Other Competent Business

Parking signage – Prior to the AGM a signed request from several residents was received asking for additional signage to be placed on site informing the general public that the site was private and permit holders only were welcome. This was discussed and Fleur agreed to look into this obtaining costs and inspecting the grounds for suitable placement.

External Decorations –The external refurbishment to Elmhurst Court are underway and there were some discussion over the elements yet to be completed, including the repair and redecoration of the entrance doors and also the bin stores. It was generally agreed that the works already completed looked good and showed a clear improvement already.

Ground works – General repairs to the car parking area are required and also the lighting in the grounds and a small retaining wall from Middle Gordon Road. Due to the saving made on the external repairs there was some suggestion that these areas can be tackled sooner rather than later.

Fleur explained that Gavin Jones have carried out a general survey of the gardens and in particular trees, and over the course of the hot summer the necessity to remove plants which had died and provide a plan going forward to replant and maintain the plants and trees. This is part of a long term plan for the up keep of the grounds. Taking advice from Gavin Jones, these works will be put into action at the appropriate time of year for planting and cutting back and so on.

Bin Stores – Again it appears that due to the hot weather several of the bin store doors have expanding and moved about so there is a need to make some repairs. Also it was brought to our attention that some of the locks were being miss-used and in some cases no longer working.

Fleur suggested changing from a digi lock to a barrel lock, which uses the same code for ease but is stronger and much more difficult to abuse or break into. This new lock will be trialled on the bin store nearest Entrance 15 and also on the bike store nearest the Accent side bike store, which is also frequently broken into.

Fact Sheet – It was suggested that a Fact Sheet was made available for the Notice Boards and also to be made available to letting agents and Parkgate Aspen for new tenants to have an understanding of the basic restrictions on site. This will include items such as use of the bin and bike stores, parking information, and Lease Covenants that should be formed as part of all tenancy agreements. Fleur will provide a draft for the approval of the Directors before distributing.

email
telephone
web

enquiries@itsyourplace.co.uk
0330 660 0699
www.itsyourplace.co.uk

Adagio Management Company Ltd

IYP and members present also wished to thank the Directors of Adagio Management Company Ltd for their time and commitment acting in the best interest of all members and residents of Elmhurst Court.

Dave Canty on behalf of the Directors and members of Adagio Management Company Ltd also wished to express gratitude to IYP for their hard work and diligence in managing the affairs of Adagio Management Company Ltd and Elmhurst Court.

The Chairperson declared the AGM closed at 18.30 hrs.

email
telephone
web

enquiries@itsyourplace.co.uk
0330 660 0699
www.itsyourplace.co.uk