

Adagio Management Company Ltd

Company Number: 05313721

Minutes of the Annual General Meeting of Adagio Management Company Ltd Thursday 3 October 2019

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, Delph and Jill Ashley.

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 2018

The accounts were presented by Kate of IYP who tabled the Accounts for the year to 31 December 2018 and gave a brief but concise breakdown.

Income & Expenditure 1 January 2018 to 31 December 2018	
Service Charges, Receipts and Interest	£221,123
Expenditure	£151,965
Reserve Fund Contribution	£ 60,000
Net Income over Expenditure *	£ 9,158
Reserves	
Opening Reserves as at 1 January 2018	£162,675
Contribution to Reserves	£ 69,158
Contribution from Reserves (External & Water Plant)	£ 67,697
Closing Reserves as at 31 December 2018	£164,136

* Variances to Budget

Professional Fees (+), Gutter Clean (+), Grounds (+) Electricity/Telephone(+)

Any queries in respect of the Service Charge Accounts for year ended 31 December 2018, please contact IYP.

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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.

At this point it was mentioned that there was total confidence in the present board of Directors and they were thanked by all present for their hard work and commitment.

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.

5. To Consider Any Other Competent Business

There had been several questions raised prior to the meeting which were addressed first off:

Car Park Blockwork

It was raised that the parking bay indicators were faded and not able to be easily read as the bays were no longer clearly defined.

IYP advised that there is a need for major repair in respect of the blockwork in several areas of the car park and this would be undertaken prior to the re-marking of bays. Reassurance was given that this was very much a high priority. Due to the nature of the repairs and potential costs, an independent Chartered Surveyor will be appointed to advise on behalf of Adagio Management Company Ltd.

Bin Stores

A number of the bin stores especially those under established mature trees have a lot of debris on the roof and would asked if they could be cleaned.

Fleur of IYP responded that these works will be undertaken later in the year and will be scheduled annually.

Anti-Social Behaviour

The anti-social smells of cannabis in several areas of Elmhurst Court were noted and for which IYP will contact the Leaseholder in confidence to bring to their attention.

Bulk Non-Household Waste

It was mentioned by those present that the bin stores are often an issue and that Surrey Heath Borough Council frequently cannot collect the contents due to contamination of the waste, especially in the recycling bins.

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It is awkward that various residents have to move their vehicles to allow access to the bin stores for them to be serviced, however, this is the set up and must be managed as best as possible as we cannot change the location of the bin stores or parking spaces.

Much of the issues with the contamination and also leaving of non household bulk items, is due to the transient population at Elmhurst Court, with many tenants leaving belongings as they move on to another property which as a result is a large charge to Leaseholders.

Communal Gardens

Those present commented on the appearance of the communal gardens and thanked the grounds contractors, Nurture for their high standards.

By the communal entrances several residents are leaving cigarette ends and other litter – again, it was agreed that this is not easily resolved as smoking stations are not wanted, and as unpleasant as it is, the gardening and cleaning team will be asked to clear up as and when necessary.

Some of the grounds are being used as a cut though by non-residents, especially during end of school hours. The lawns are being ruined as natural pathways are being made. Fleur will make arrangements for small fences to be put in place to prevent this from carrying on.

Dogs

It was noted that there are dogs in situ at Elmhurst and Kate bought up that the lease does not as much prohibit animals but it does mention that they must not be a nuisance to other residents. It was agreed that should any residents be disturbed by a dog then it would be the task of Adagio Management Company Ltd to sensitively deal with the situation appropriately upholding the terms of the lease. This is something that Adagio Management Company Ltd would wish to avoid due to distress caused to the owner aside from significant costs the Leaseholder would incur as a result.

Communal Hallway Cleanliness

Thanks were passed to the cleaner, Julie, who it was agreed was doing a fabulous job in keeping Elmhurst Court clean and presentable. IYP would send a thank you to Julie.

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 1845 hrs.

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