

ANNUAL GENERAL MEETING MINUTES
 7-9pm, 17th September 2019
 Community Room
 38 Mary Datchelor Close, Camberwell, SE5 7AX (TMO Office)
Quorum is seventeen

| | |
|-----------|---|
| 1. | WELCOME AND INTRODUCTIONS, APOLOGIES AND DECLARATION OF INTERESTS |
| | <p>Present: Tunde Disu, Rob Beer, Kate Damiral, Candence Kinsey, Revuka Lyudmyla, Dale Bartasevicae, Tom Hatton (jnr), Tom Hatton (snr), Eugene Beckford, Tracy Steadman, Mark Vowles, Eleri Jones, Kwende Ebanks, Connie Gray, Tom Evans, Kevin Begadon, Mrs Clarke, Jasmine Brerttrschneider, Shirley Louis, Diana King, Hannah Bruce, Kate Traynor, Joseph Sesay, Margret Faleado</p> <p>Other members: Tracy Stedman (TMI), Shanice Beckford (Auditor) and Chay Pulger (Estate Manager)</p> |
| 2. | MINUTES OF THE LAST MEETING (APPROVAL) |
| | <ul style="list-style-type: none"> • Approved |
| 3. | MATTERS ARISING |
| | <ul style="list-style-type: none"> • No matters arising |
| 4. | CHAIR’S REPORT ON PREVIOUS YEAR 2019-2020 (Article of Association, 29) |
| | <p>Presented by Kwende - HUMAN RESOURCES</p> <ul style="list-style-type: none"> • Reviewing Salary • Reviewing Job Descriptions • Reviewing Policies • Recruitment of new Repairs and Maintenance Coordinator <p>Presented by Mark - FINANCE</p> <ul style="list-style-type: none"> • Improving the reporting documents • Reviewing ways to may additional savings • Grants and funding’s <p>Presented by Mark- REPAIRS AND MAINTENANCE</p> <ul style="list-style-type: none"> • Estate signage and new improved maps • New Bike shelters • Roads and Footpath Repairs • 2 New Bin Shelters • Additional Lighting in Belham Walk • Partnership with Community Payback <p>Presented by Mark - SAFETY & SECURITY</p> <ul style="list-style-type: none"> • Relocation of bins, creating new bin Stores, and carrying out fly tipping awareness schemes. • Estate wide education campaign on recycling and refuse. <p>Presented by Kate - SOCIAL AND COMMUNITY ROOM</p> <ul style="list-style-type: none"> • Maximising the use of the community room (over 150 Activities) • Community DIY Garages Project |

| | |
|-----------|--|
| | <ul style="list-style-type: none"> • Developing Partnerships with Children Empowerment Foundations (homework club) • Community Group of the Year • Youth Forum • Halloween Party • Christmas Party • Women's Day • Men's Day • Fun Day <p>Presented by Kate - GARDENING</p> <ul style="list-style-type: none"> • 40 Gardening Workshops (TRSIG Funding) (Underway) • 8 News Water Butts • 6 New Planters <p>Presented by Eleri - BOARD AND GOVERNANCE</p> <ul style="list-style-type: none"> • Updating and developing policy and procedures • Organising Further Training • NFTMO Kite Mark Award for Good Governance • Resident Satisfaction Survey |
| 5. | PLANS FOR UPCOMING YEAR 2019-2020 (Article of Association, 29) |
| | <p>The chair highlighted all the upcoming projects planned for the forthcoming year:</p> <ul style="list-style-type: none"> • Developing a staff retention policy • Training and development • Applying for Grants and funding • Reviewing Surplus Spend • New Block Signs • Additional Bin Shelter • External Decoration • Looking into CCTV • Tackle the issues of fly tipping around our estate • Pocket garden • Gardening Workshops • Dealing with Heating and Hot Water • Working with Pest Control • Waste Management • Development of New Business Plan • Continuation Ballot in 2020 |
| 6. | PRESENTATION OF AUDITED ACCOUNTS FOR 2018-2019 (Article of Association, 29) |
| | <p>The audit accounts was presented by Shanice Beckford (Kreston Reeves). They has no issues and reported that the accounts were sound as indicated by the balance sheet.</p> |

D'Eynsford Tenant Management Organisation CIC
(A company limited by guarantee)
Registered number: 08395845

Balance sheet
As at 31 March 2019

| | Note | 2019 £ | 2018 £ |
|--|------|-----------------------|-----------------------|
| Fixed assets | | | |
| Tangible assets | 5 | 2,621 | 4,978 |
| Current assets | | | |
| Debtors: amounts falling due within one year | 6 | 29,648 | 19,546 |
| Cash at bank and in hand | | 245,211 | 158,863 |
| | | <u>274,859</u> | <u>178,409</u> |
| Creditors: amounts falling due within one year | 7 | (24,710) | (18,242) |
| Net current assets | | <u>250,149</u> | <u>160,167</u> |
| Net assets | | <u><u>252,770</u></u> | <u><u>165,145</u></u> |
| Capital and reserves | | | |
| Profit and loss account | 8 | 252,770 | 165,145 |
| | | <u><u>252,770</u></u> | <u><u>165,145</u></u> |

7. APPOINTMENT OF AUDITOR FOR 2019-2020 (Article of Association, 29)

All approved for the re-appointment of the auditor.

- All in favour

Proposed: Hannah Bruce

Seconded: Rob Beer

8. SURPLUS UPDATE (MMA C5,S3,S5)

The surplus gained from 2018/2019 is £87,625.00. This will be allocated towards planned improvement projects as determined by the board.

Members were consulted on various improvement projects that the board had decided on at the board away day.

D'Eynsford Tenant Management Organisation CIC
(A company limited by guarantee)

Statement of comprehensive income
For the year ended 31 March 2019

| | Note | 2019 £ | 2018 £ |
|--------------------------------------|------|------------------|-----------|
| Turnover | 3 | 417,833 | 402,136 |
| Gross profit | | 417,833 | 402,136 |
| Administrative expenses | | (330,208) | (393,583) |
| Operating profit | | 87,625 | 8,553 |
| Tax on profit | | - | - |
| Profit for the financial year | | 87,625 | 8,553 |

9. CONTINUATION OF TMO VOTE (Article of Association, 29)

- Vote for the TMO to continue – yes all unanimous

10. ELECTION OF BOARD MEMBERS (Article of Association, 29)

- James Traynor, Shaun Gillen and Pete Berius have stepped down from the Board this year.
- Margret Faleado joined the board (induction)

11. EQUALITY AND DIVERSITY (MMA C1,S2)

We are an very inclusive community interest company and our community events are attended by a mixture of vibrant, multicultural residents of differing age groups, religion, gender, disability, ethnicity, and other backgrounds.

- ♥ Homework Club (Monday & Wednesday from 4pm to 6pm)
- ♥ Weekly coffee mornings (Wednesday from 10:30am to 12noon)
- ♥ Money A&E (Every Tuesday from 10am to 3pm) – Appointments
- ♥ DIY Course (Every Month – Second Friday of each month)
- ♥ Youth Forum (Once a month or so)

- ♥ Coach trip - August
- ♥ Fun Day - September
- ♥ Halloween - October
- ♥ Festive Social – December
- ♥ Women's & Men's Day – March / April

12. ANY OTHER BUSINESS

- No other business

SUPPORTING DOCUMENTS:

- Balance Sheet
- Annual Report 2018