

## ANNUAL GENERAL MEETING MINUTES

7-9pm, 25th September 2024

Quorum is fifteen

Meeting Chaired by Connie Gray

### AGENDA ITEMS

#### 1. WELCOME AND INTRODUCTIONS, APOLOGIES AND DECLARATION OF INTERESTS

**Present:** Connie Gray (TMO Chair), Mark Vowles (TMO Treasurer), Roger Richardson, Nathan Puzniak-Holford, Ras Kwende, Grace Aburah, Oscar Ibekwe, Shirly Louise, Ian Reynon, Ellen Howells, Yvonne Marks, Sabdra Tunctan, Noble Chagwedera, Sherry Pitt, Kate Patterson, Margret Falodi & Chay Pulger (TMO Manager), Tracy Steadman (TMI), Gary Roye (TMO Staff) and Kelly Uleyse (TMO Staff)

**Apologies:** Sandra Brown, Clava Jameson, Dorothy Adongo, Pete Dolan and Shahin Akhtar.

#### 2. MATTERS ARISING

No matters arising raised.

#### 3. REPORT ON PREVIOUS YEAR 2023-2024 (Article of Association, 29)

##### Community & Social (Connie Gray)

- The Coffee Morning (in the sheltered room), Seaside Trip (Broadstairs - August 28th), and Easter Egg Hunt, among other events, were the main highlights of 23/24.
- Tracy Steadman stated that the TMO ought to be very happy with all the social and community events it provides.

##### Gardening (Ellen Howell)

- This year's highlights include a Spring Planting Party on March 23rd, a Garden Party on August 31st, upcoming Gardening Workshops on September 28th, and a new grounds maintenance team (Ground Works). Sherry Pitt praised the team.

##### Repairs & Maintenance (Nathan Puzniak-Holford)

- We're looking for volunteers to help ensure the estate is in top condition by reporting any issues around their block. Time commitment is about 30mins-1 hour per month depending on how many areas you volunteer to own. You will be trained on how to use the estate inspection tool and be able to monitor progress on the issues you've raised. Oscar Ibekwe volunteered to be part of this working group.
- **Action Point – Chay Pulger to contact Oscar.**
- D'Eynsford TMO hosted its first 'Spruce Up Saturday' on the 22nd of June. The main works carried out were litter picking and painting of all the external railings.
- Members were asked to contact the TMO if they would like to volunteer for next years 'Spruce up Saturday'.

##### 13 New Properties (Start) & Community Room (Chay Pulger)

- Provided an update on new development works and their impact on the Community Room. The work is scheduled to be completed in March 2025.

#### 4. PLANS FOR UPCOMING YEAR 2024-2025 (Article of Association, 29) – Chay Pulger

Board

- TMO plans to build 2 new cycle shelters, 10 more CCTVs, conduct a resident survey in 2025, create a new community room, a 'Private Meeting Room' in the TMO office, and landscape the estate.
- The Southwark Council's plans for the coming year include new front doors (PRB). For more information, please contact the PRB contractor's Resident Liaison Officer, Rose Ismail (r.ismail@prbestates.co.uk / Tel: 01689-839970). If you have any questions about Section 20, you can contact the project officer at jo.taylor@southwark.gov.uk.

- Tenanted properties are also undergoing electrical work and smoke alarm installation (SPOKESMEAD). If you have any questions about this, please call 'Spokesmead' on 020 740 30772.
- Ras Kwende enquired if this electrical work was being undertaken on leasehold properties.
- **Action Point: EM to make enquiries with the council and contact Ras Kwende directly.**

Finally, Chay Pulger noted that the TMO formed a working group to look into other estate improvement projects. The D'Eynsford Estate Parking Working Group was established by the D'Eynsford TMO Committee on May 15, 2024. Working Group members follow a term of reference and be responsible for progressing the work in accordance with the timetable established by the Chair. Members were asked if they wanted to join the group. If you wish to join the 'working group', please contact the TMO.

#### **KEY FOCUS OBJECTIVES FOR THE IMPROVEMENT WORKING GROUP**

1. Obtaining and reviewing updated parking data on resident permits and 'day' permits to determine parking needs.
2. Reviewing and refining the plans for adjusted and additional spaces for presentation to the board.
3. Costing of repainting the lines on the estate.
4. Drawing up a list of practical approaches, with costings, pros, and cons for the 'bollards' issue for presentation to the board.
5. Consideration of possible EV charging stances including costings, H&S review etc.
6. Drawing up a list of options for parking enforcement changes with costings, pros, and cons.
7. Considering the pros, cons, and costs of joining MDC to DPC for vehicles or opening the Harvey Road stub.
8. Reviewing and refining options for the replacement of the missing bollard to the grassed area between BW and KR considering the potential for bollard theft to reoccur and fire service and S&B access.
9. Propose possible solutions to protect identified locations where vehicular traffic movements cause damage to verges, grassed areas, vegetation, or tress.
10. Consider possible solutions to the use of footpaths and non-roadway access points to the estate being used by pedal cyclists, mopeds, motorbikes, electric scooters etc.
11. Review of the speed humps on the estate and speed limit signage.
12. Bin Shelters.

#### **5. PRESENTATION OF AUDITED ACCOUNTS FOR 2023-2024 (Article of Association, 29)**

Mark Vowles read out the auditor's statement:

*We have undertaken a statutory (financial) audit, which involves a review of the controls in place at the TMO, review and testing of the amounts in the accounts back to source documentation and a review of after date activities to determine whether any of them impact the year end accounts.*

*We have not found any issues that we believe need to be brought to your attention.*

*The financial statements show revenue in the year of £398,087, an increase on the prior year of £20,991. The reasons for this are an increase in the maintenance allowance provided by the Council and an increase in the disrepair income claims made from the Council. These increases exceed the fall in the grant income obtained.*

*The TMO reports total costs in the year of £450,588 which is an increase on those reported in the previous financial year of £18,285, which results in an operating loss of £52,501. In the prior year there was an operating loss of £55,207.*

*Expenditure split by cost categories, as detailed in the Detailed Income and Expenditure Account on page 14, vary year on year and have been subject to inflationary pressures with rates of inflation impacting all entities across the United Kingdom. However, large movements are noted within the following costs:*

- *Disrepair costs, which were stated at £13,798 in the prior year and £24,785 in the current year. These are in relation to one-off repair and remedial work that was carried out, and which was then reclaimed from the Council.*
- *Light and heat which was stated at £11,316 in the prior year and £2,216 in the current year, mainly due to a refund from British Gas of £6,675.*
- *Grant expenditure which was stated at £3,824 in the prior year and £13,751 in the current year, as the TMO continues with its basketball and garden sessions, and work on the new shed.*

*At the year end the TMO reports total fund balances of £108,305. The bank balance at the year-end was £187,209, of which £90,000 has been ringfenced as a reserve account should the TMO suffer cashflow difficulties.*

#### **6. APPOINTMENT OF AUDITOR FOR 2024-2025 (Article of Association, 29)**

Chay Pulger and Mark Vowles proposed that the auditor did an excellent job and was very easy to work with, and that the auditor be appointed for the following year. **Voting: All attendees voted in favour of appointing the auditor for 2024-2025.**

#### **7. SURPLUS UPDATE (MMA C5, S3, S5)**

Mark Vowles and the Auditor reported that the TMO had a healthy reserve and surplus to carry out improvement projects.

#### **8. CONTINUATION OF TMO VOTE (Article of Association, 29)**

Tracy Steadman congratulated the TMO on a successful year of work, as well as additional community outreach efforts. Tracy commented that the work is very impressive in comparison to many other TMOs in Southwark, and that the TMO is extremely fortunate to have such dedicated committee members and staff.

**Voting: All those present voted in favour of continuing with the TMO.**

#### **9. ELECTION OF BOARD MEMBERS (Article of Association, 29)**

**Current Members:** Pete Dolan (Secretary), Mark Vowles (Treasurer), Connie Gray (Chair), Margret Falodi, Dorothy Adongo, Ellen Mary Howells, Shola Oluwafemi, Clava Jameson, Sandra Brown, Roger Richardson, Madeline Martin, Nathan Puzniak-Holford

**Three members stepping down:** Mark Vowles – Pete Dolan – Tom Morgan stepped down as longest serving members. Mark Vowles and Pete Dolan stepped back on the board. **Voting: All members present voted both Mark and Pete onto the board.**

Oscar Ibewke declared to join the board. **Voting: All members at meeting voted him onto the board.**

**Action Point – Chay Pulger to contact Oscar.**

#### **10. EQUALITY AND DIVERSITY (MMA C1,S2)**

D'Eynsford TMO is a very inclusive community interest company, as evidenced by the attendance of our community events, which are attended by a diverse range of vibrant, multicultural residents of various ages, religions, genders, disabilities, ethnicities, and other back grounds. Our board of directors, as well as our staffing team, reflect our commitment to equality and diversity.

#### **11. MINUTES OF THE LAST MEETING (APPROVAL)**

Minutes of previous meeting approved subject to minor change of spelling of Ras Kwendes name from 'Raw' to 'Ras'.

#### **12. ANY OTHER BUSINESS**

No AOBs.