

The Minutes of the 2022 Annual General Meeting of Martlesham Heath Householders Limited held at The Pavilion, Martlesham Heath, on Wednesday 8th June 2022 commencing at 8.00pm.

Present:

Directors: Mr D Foster (Chair) Mr J Kelso Mr A MacLeod Mr D Markham

In attendance: Mr R Boggon Mr S Dijon Mr C Rodgers Mr E O’Byrne Mr D Jordan-Hawes
The notices convening the Annual General Meeting (as circulated) were taken and read.

1. Apologies for absence

Mr Mike Dunn Mrs Debbie Chappell Mrs Lisa Calver Mr D Boswell and 14 members informed us via proxy.

2. Approval of the Minutes of the 44th (2021) Annual General Meeting

The minutes of the 44th Annual General Meeting held on 7th June 2021 were approved on the proposition of Mr Martyn Cook and seconded by Mr Andy Jordan-Hawes. This was voted unanimously by all present.

3. Consideration and approval of the Chairman’s report

Mr Foster gave a power point presentation that included various slides.

Mr Foster informed everybody that MHHL was incorporated in 1975 so this year we will be 47 years old. To date there have been 84 volunteer directors along with countless volunteers who have ensured that over 150 acres of open spaces including the Control Tower have been maintained in the most cost effective and environmentally aware manner.

He stated that the directors and volunteers are unpaid and the articles of association specifically prevents any remuneration for directors.

Mr Foster explained MHHL’s role on the cycle path consultation as MHHL realised the majority of members were unaware of the consultation so MHHL arranged a flyer (1500 leaflets) to be sent out to all Martlesham Heath Households over Christmas. He thanked all those that responded and although some people were upset that MHHL were keeping a low profile this was not the case. A considerable amount of work was put into creating a response led by Chris Rodgers one of the volunteers. We did not publish this until after the closing date as we were fearful that people would cut and paste parts of this response and then ESC would claim we had coached people. MHHL did receive some negative comments on social media.

To date MHHL has received absolutely no feedback regarding the response from the council.

As part of the Queen’s canopy we planted three trees on what is now called the Jubilee Green (previously the North Green) in association with the Beavers and First Martlesham Scout Group.

Mr Foster explained the structure of MHHL and that it currently consists of 7 volunteer directors and 5 volunteers. There are three roles that are subcontracted these are the administrator, the membership secretary and litter picking team.

Bob Boggon our current administrator is standing down and is to be replaced by Debbie Chappell. Bob was thanked for his role and imparting all his knowledge over to Debbie in the last month.

Mr Foster showed a slide highlighting two areas of land that Grainger's are looking to hand over to MHHL which are near to the footbridge crossing over the A12. This has been ongoing for some while but there is no reason it will not happen.

Mr Foster ended by thanking his fellow MHHL volunteer directors, volunteers, general administrator, membership secretary and litter controllers for their contribution over the last 12 months.

He also thanked the volunteers from the Martlesham Conservation Group (MCG) who turn out in all weathers to work on the Site of Special Scientific Interest (SSSI). The SSSI covers most of the western corridor and MCG welcome any help and post activities in Martlesham Monthly.

Martlesham Heath SSSI is still in need of some volunteer directors, ideally with an interest in conservation. Please let us know if you would be willing to be appointed as a director of the SSSI or assist as a volunteer. The SSSI has board meetings 3 or 4 times a year. They are a separate company and a grant is applied for each year to assist maintenance.

This was proposed by Dave Parsons and seconded by Steve Denton.

This was as voted in favour unanimously by all present.

4. Considerations and approval of the accounts and balance sheet

Mr MacLeod used page 6 of the AGM document as a guide and a power point presentation to explain all costs. This included income and a breakdown on expenditure. That this year's forecast is looking good and therefore we do not need to increase the maintenance charge but costs will increase by 5% next year so we will keep an eye on this.

Observations from this year include gorse maintenance which is an ongoing project across the village this has not been tackled for a number of years. Further work is forecast for 2022/2023 and we need to see how inflation affects us. Storm damage where several trees uprooted or needed to be cut down due to health and safety reasons. Also the purchase of three trees and guards for the Queen's canopy.

Councillor C Blundell asked what was included in financial category 'General Repairs'. We can confirm that this includes all maintenance expenditure outside that of fixed contracts with SCL or tree/shrub bed maintenance.

It covers such items as:-

Control Tower fire alarm monitoring and septic tank maintenance, litter picking services, overgrown path maintenance on MHHL land, gorse removal between the Oaks and Heathfield, flailing behind Broomfield general repairs to posts and other street furniture, waste removal after fly tipping, replacement tree purchase and fence repairs after storms.

The accounts were proposed by Mr P Wilmot and seconded by Mr D Parsons. This was voted on, all present were in favour.

A query was raised on how many residents had not paid the maintenance charge?

Mr Foster and Mr Dijon stated that there is a system in place and there are currently 4 people out of 1400 who owed money. Residents have been pursued through the County Court which has been successful and we can also block the sale of a house if payments are outstanding. This was mainly due to Mr S Dijon pursuing this, he was thanked for his work.

This was voted on and all present agreed.

5. Election of Directors

Mr Foster stated this was as per page 11 of the AGM document.

Mr A MacLeod was re-elected. This was proposed by Mrs M Weaver and seconded by Mr R Guy.

Mr D Markham was re-elected. This was proposed by Mr A Jordan-Hawes and seconded by Mr C Rodgers.

Mr D Boswell was re-elected. This was proposed by Mr S Dijon and seconded by Mr J Kelso.

6. Authorise Directors to agree remuneration of Reporting Accountants

Mr Foster explained the role of the accountant. It was proposed that the members authorise the Directors to agree remuneration of the reporting accountants. Mr Foster stated that we pay the accountants £650 and they can view our reports via Xero. All reports can be viewed online via Companies House.

This was carried with 36 votes present and 14 proxy so 50 in total.

7. Resolution

Mr Macleod stated that we intended to keep the maintenance charge the same this year but we would have to keep a careful eye out over the next year due to the increase in costs and the economy.

To consider and if thought fit, pass as an ordinary resolution:

“That the Company levy a subscription/maintenance charge from all its members for the period 1

July 2021 to 30 June 2022 at the rate of **£35.00** per dwelling, the subscription to be payable on or before 1 October 2021. In the event that the subscription remains unpaid the rate will rise to **£45.00** on 1 December 2021. For the avoidance of doubt, members who occupy the same dwelling shall only be required to pay one subscription for that dwelling.

This was carried with 36 votes present and 14 proxy so 50 in total.

During the Recess to count the votes:-

Councillor C Blundell stated that he had been contacted on several issues. The first was in relation to the emptying of dog bin waste in that the contractor is not allowed to sift this as he has no authority. Therefore if other waste is placed in these bins they become full quite quickly.

Also that a new bye-law is going to be introduced over parking of cars on pavements as over time this is causing damage. A fine in the region of £70, the same for parking on double yellow lines will be the penalty.

In relation to the McCarthy and Stone planning application brings with it conditions such as resurfacing, car park layout etc. That building work cannot start until they are all resolved. The Parish Council are involved and are monitoring this closely with the planning office. There are also two sides to this as developers have rights as well.

On neighbourhood plans he asked everyone to keep an interest as what is agreed can be in conflict of the local plan. Remember you can have your say.

Mr Foster stated that MHHL has a gorse management procedure which is was piloted at The Oaks to encourage mature trees to grow and suppress the gorse. This will hopefully be rolled out across the village.

After the meeting the following items were discussed:

Mr D Foster showed a picture of the latest design for the car park next to the green. This will be managed by the Parish Council and the plants in the borders can be watered as there will be a water access point nearby. A query was raised over the parking situation on the road next to the McCarthy and Stone site as visibility was now poor. Mr B Boggon stated that this is a non MHHL matter as it does not involve land maintenance. It may well be a police/highways matter if obstruction of the highway is involved.

- A query was raised over the parking of hire cars in Broomfield. Again this is a non MHHL matter if parked on a public road. If they use any of the privately marked MHHL bays we can look into it.
- A statement was made over disappointment of a memorial bench not being erected on the green from a former 1970's member but recognised the courtesy of the response from MHHL. It was explained that a policy had been in force for some years now due to high demand, several a year only on the green. Alternative locations had been identified but these were not taken. We have now decided to use memorial trees at various locations as we have enough benches.

- A thank you was raised from the floor thanking all volunteers and directors for their efforts over the year.

The meeting concluded at 9.10pm