

**Draft Minutes of the 2021 Annual General Meeting of Martlesham Heath Householders Limited held at St Michael's Church, Martlesham Heath, on Monday 7<sup>th</sup> March 2021 commencing at 8.00pm.**

Present: 15 members who pre-booked a seat due to Covid-19 restrictions. Also present

**Directors:** Mr D Forster (Chair) Mrs A Thomason Mr J Kelso Mr A MacLeod Mrs L Calver  
Mr D Boswell

**In attendance:** Mr R Boggan Mr S Dijon Mrs K Gould Mr C Rodgers Mr E O'Bryne

The notices convening the Annual General Meeting ( as circulated) were taken and read.

**1. Apologies for absence**

Mr Phil Wilmott Mr Dave Beaumont Mr Mike Nunn Liz Cannon Mr Kingsbury and 17 members informed us via proxy.

**2. Approval of the Minutes of the 43<sup>rd</sup> (2020) Annual General Meeting**

The minutes of the 43<sup>rd</sup> Annual General Meeting held on 10<sup>th</sup> March 2020 were approved on the proposition of Mrs K Gould and seconded by Mr M Cook. This was voted unanimously by all present.

**3. Consideration and approval of the Chairman's report**

Mr Foster was going to give a power point presentation but due to lack of IT access this was not possible. Covid compliance was adhered to throughout.

Mr Foster informed everybody that MHHL was now 46 years old and that we are in fact a land management company not a neighbourhood association. Also that MHHL manages approximately 140 acres of open spaces, 64 parking spaces , the Control Tower and the clock in Manor Road. Our office is situated in the Control Tower the remainder is let out to the Martlesham Heath Aviation Society free of charge who in turn help maintain the fabric of the building.

Mr Foster gave some highlights which included a massive increase in footfall across MHHL land due to Covid restrictions. That we saw a great community spirit with various trails being set up on our land for children and no doubt a lot of residents discovered just how much land MHHL is responsible for and consequently understand just how fortunate we are to be living here.

As discussed last year the wild flower area next to Parkers Place was seeded earlier on in the year and this is now thriving and another area opposite Coopers Road has also been selected.

Mr Foster stated that MHHL is already 95% wild and the remaining 5% is essentially the two greens and an area around the Control Tower and some grass verges so there is little scope for future wild areas. That Birch Woods had absorbed around 2500 Tons of Carbon per annum according to "The Carbon Code" spreadsheet. The SSSI also captures Carbon but to a lesser extent.

He mentioned there were some lowlights as well, two rough sleepers cost the directors and the company administrator a lot of time just before Christmas and caused alarm and distress to nearby residents. This also included a cost of £1,200 for legal advice and were not helped by East Suffolk Council and hindered by people giving them money and food.

There was also criminal damage and drug dealing around the Control Tower which led to the installation of a CCTV system and has calmed the situation down. MHHL attended a zoom meeting with SCC Highways regarding the A12 improvements, our main concern was that SCC wanted to put another foot/cycle bridge into Martlesham Heath rather than improve the existing bridge. We have objected to the two other proposals. We have recently found out that SCC have hired Objection Management Consultants who have instigated an environmental audit on our land so this is by no means over.

We are working with Grainger's to take ownership of two plots of land near to the footbridge on either side of Eagle Way.

Mr Foster outlined the company structure in that it consists of 7 volunteer directors, 5 volunteers and three sub contracted roles that of an administrator, membership secretary and litter picking team.

This was voted in favour unanimously by all present.

*A query was raised on what the SSSI was?*

Mr Foster explained the current set up and how it is maintained. There is also a section on this on page 5 of the AGM.

#### **4. Considerations and approval of the accounts and balance sheet**

Due to the It issues Mr MacLeod used page 6 of the AGM document as guide and several members had a copy of this document with them. Mr Macleod stated we broke even last year despite an exception of £8,000 one-off costs that was not foreseen. This included updated electrics and CCTV in the Control Tower along with vandalism repairs and to the revetments. That we did not expect the same this year so there was no reason to change the maintenance charge. Also there are £68,000 held in reserves and the membership secretary has made in-roads in chasing non payment.

The accounts were proposed by Mrs A Thomason and seconded by Mr E Obyrne. This was voted on, all present were in favour.

*A query was raised on what happens if someone does not pay the maintenance charge?*

Mr Foster and Mr MacLeod stated that there is a system in place and there are currently 11 people out of 1400 who owed money. Residents have been pursued through the County Court which have been successful and we can also block the sale of a house if payments are outstanding.

## 5. Election of Directors

Mr Foster stated this was as per the AGM document.

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

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

Mrs Lisa Calver was re-elected. This was proposed by Mr S Dijon and seconded by Mr D Boswell.

## 6. Authorise Directors to agree remuneration of Reporting Accountants

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 15 votes present and 19 proxy so 34 in total.

## 7. Resolution

Mr Foster stated that we had purchased a card reader for payments for maintenance collection and this has proved successful.

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 15 votes present and 19 proxy so 34 in total.

Mr Foster invited Mr D Green to give an update on an event. Mr Green stated that the Parish Council Climate Action was holding a community event on 25<sup>th</sup> September 2021 at St Michaels Church and gave an overview of what they are about to reduce our carbon footprint.

Mr Foster stated that MHHL has a gorse management procedure which is going to be 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:

- A query was raised over the role of Grainger’s and planning permission for a summer house as there was nothing mentioned about these in the welcome pack. You have to pay the council for a decision one way or another. It feels that a review is needed as the whole process is stressful. Mr Foster explained that we have a good working relationship with Grainger’s and although they do not police all aspects it is better to contact them in the first instance. They charge double for retrospective authority, also some conditions are

highlighted in your deeds. Mr Foster will speak to Phil Nelson from Grainger's over undue stress on this matter.

**The meeting concluded at 9.00pm**