

## **Minutes of the Annual General Meeting of the Kent House Leisure Gardens Association held on Sunday 2nd April, 2017.**

### **Registered as attending:**

Anne Schuman, Ross Schuman,(3b) Shane Green, Janet Baker,(4a), Caroline Adams (5) Vincent Turner (10b), Moira Kelly, Patrick Toker (20b) Mary Holder, Mike Holder (21) Jean Beckford (22) Ute Spittier (25a), Simon Harth (26b) Julia Webb (29b), Les Bateson (30), Ben Mansour (31a) Saeed Kanuga (31b), Pamela Dowling, (35b), Reg Wickings (36b) , Korehan Dora (39) Jane Wright (40a), Altaan Djavit (40b) Greg Micallef (42), Sophie Carrington (43b) John Griffiths, (45b), Lynn Barclay (48a) Alexia Murphy (48b), Sean O'Sullivan (49a), David Pipe (50b), Anne Marie Batteson (53) Nigel Austen (58a), Martin Spatcher (61a), Tim Lund (62b1), June Allart (64a) Dave Allart (68b), Angus Watson, Lindsay McMillan Watson, (72b), Gerry Burgess (74a) Francoise Burgess (74b), Libby Hawkins (75a) Caroline Griffin (75b) Liz Cranwell Ward (77a), Jo Black (82), Eddie Rundle (83), Adrianna Sadowska (84) , Rita Wetherell, (86), John Wetherell (87), Heather Mallinder, Chris Best (90a), Mike Croft (91a).

(quorate at 50).

**Apologies received from:** - Brenda Burton, Gladys San Juan, Jennie and Chris Hussell, Trevor Barnes.

### **Agenda item 2, Chair's remarks**

Korehan addressed the meeting by warmly welcoming the members, particularly those who were here for the first time. This was his first AGM as Chair. He began by asking the meeting to observe a minute's silence in respect of Tony Burgess, who had died during the period, and following that he recalled some of the challenges met by the Committee during the past year, including:-

the anonymous note, which he advised all plot holders was not the way to communicate with the Committee; Several grievances between plotholders, which the committee felt had been resolved; neighbour disputes which had been dealt with; the roof of the Office, toilets, workshop, machine room and the cage has been renewed; the roof of the winery has also been renewed and now has more stable temperature fluctuations; the culvert has been cleaned of debris and covered with galvanised roofing material; the promised signs for the 5 mph speed limit had not been displayed, but were now ready to erect; if keys were lost on site, a key safe (code 1066) contained spare keys to the gate. Found keys should be posted into the office letterbox.

The clubhouse and the shop have been re-carpeted, and trees including the hornbeams have been either trimmed or removed. A volunteer (without a plot) undertook to remedy the water leak, requiring laying new pipework, and thanks were due to Christopher Wise for this work.

The sales last year went well, but this year we need more plants, cakes, bric-a-brac donated, and more volunteers. Please.

Future projects: This year we celebrate 100 years of the formation of KHLGA. We are aiming to celebrate in style, and hope that all plotholders will make an effort to participate.

The gutters on the clubhouse need to be changed, and this we aim to do this year.

Sever plots are empty, and with the help of volunteers we aim to make them available. Volunteers turn up every Tuesday, and other dedicated volunteers turn up on the second Sunday of each month. These are all the same faces. We cannot underestimate the value of the work they do, and those who help quietly giving a hand in disposing of accumulated rubbish, washing tea-towels, cleaning toilets, hoovering the club house and helping on open days, etc. We give them all our sincere thanks.

The Chair thanked all members and those in the Committee for their suggestions and support, pointing out that without volunteers we would not be where we are - and felt we might do better yet. He specially wished to thank two members Pam Dowling and John Wetherell for services rendered.

Korehan closed his statement with the good news that all existing site leases will be renewed on their expiry in December 2020 for a further 15-year term. This is an excellent result.

### **Agenda item 3 Minutes of the meeting held Sunday 3rd April, 2016**

It was pointed out that the Motion to increase rents by 2% had been incorrectly allocated, and the date should have read 2017/18, - the rent for 2016 had already been collected, and the rule of 12 months' notice of increase in rents was required. *Agreed to amend.* Accepted as a correct record with the amendment.

**Agenda item 4 Matters arising:** none recorded.

**Agenda item 5 Auditors' report:** The accounts were audited by Tony Chase and Heather Mallinder, and the report was given by Heather. She reported that the Accounts of the Association for the year ended 31 December 2016 were considered to be a true record of the Association's financial position. She said, "As always, we commend the Treasurer for his well-ordered and clearly presented records and supporting documents". *The report was received.*

**Agenda item 6 - Secretary's report:** unfortunately in the absence of a secretary there was no report.

**Agenda item 7 Treasurer's report;** Reg stood to give the report, and advised that at the beginning of the year under discussion, the bank account and cash balances totaled 19,827gbp and by the close of the year had reached 21,559gbp, and the Association's net worth was calculated at 18,920gbp. The surplus for the year was 1,088 gbp.

The auditors have agreed to stay on as auditors for the coming year, for which we are grateful, and thank them for the report given to this meeting.

Our surplus account largely accrues from our two Open Days, both were very successful, with a combined income of 4,588gbp and allowed charitable donations totaling 428gbp to be made to Papyrus, the national UK charity dedicated to the prevention of young suicides. Our thanks are due to all the volunteers who worked on both events.

The shop made a surplus of 324.77gbp. The shop is run by a consortium of four plot holders who have maintained opening hours of 10 til 1 on Sundays, with occasional opening times during the week. Profit margins have been reviewed and now run at a consistent rate of 10% - this allows coverage of any losses incurred during the year. John Wetherell has resigned from the management committee, but will continue to manage the shop.

As in past years, site maintenance works at 3,213.80gbp would be very much higher if we were not fortunate enough to have members who donate their labour, and to whom we all owe our thanks.

Significant items of expenditure during the year included strimmer and attachments (981.55gbp) roof repairs (490gbp) four new wheelbarrows, and solid wheels (219.94gbp) repairs to ride-on mower (189.44gbp) and ballast for repairing the drive, (199.56gbp) which it is hoped will be achieved prior to the May Open Day.

Thames Water had not read the meter at the top gate for several years, and submitted a bill for 2,000.23gbp. There had been a leak, now repaired, and the bill is under investigation for accuracy.

The shop report submitted by John Wetherell indicated a surplus of 324gbp achieved from sales of 2,598gbp. The shop account at HSBC stands at 5,198gbp (as at 31.12.16). All purchases were paid from the Treasurer's account. A monthly statement is presented to the committee at each meeting.

Thanks were due to Korehan, Les and Trevor, and also Eddie Rundle who delivered bags of compost from Purley.

Machine hire fees collected during the year to end December amounted to 627gbp, for the same period cost of fuel was 180gbp, repairs and renewals 172gbp, showing a surplus of 275gbp.

**Agenda item 8 Site Management report:** The water is now restored to taps on site. There has been one site inspection, and this year's inspections will be focusing on rubbish on plots. The inspections will be carried out during the first week of each month. We hope to keep our site tidy.

Weed notices: these cover 10 different items, and there is one month's interval between letters, but if no response is received following the third letter, the plot holder is deemed to have vacated the plot. Plot numbers are still not visible on every plot.

**Agenda item 9 Appointment of Auditors.** As already noted, Tony and Heather are agreeable to remaining as auditors for the KHLGA.

**Agenda item 10 - Motions: proposed by the retiring committee:**

i) **That rents shall be increased by 2% for the season 2018/19**

carried

ii) That the following paragraph in Clause 4 - *Committee members shall be elected by ballot and serve for one year before presenting themselves for re-election up to a total of nine consecutive years, when they are obliged to stand down for at least one year.* be deleted and replaced with:

***Committee members shall be elected by ballot and serve for three years before presenting themselves for re-election. A third of the longest serving members should stand for re-election every year.***

carried *nem con*

iii) **To prohibit the use of materials which contain organic Glyphosate on the KHLGA allotment site (except for the treatment of Japanese knotweed under strict supervision).**

carried unanimously

iv) ***Proposal that the Management Committee, whilst recognising there is not a definitive solution, proposes that steps be taken to discourage foxes from the site.***

This caused considerable discussion, and it was pointed out that foxes were protected, that removing one from the site would leave room for another intruder. It was hoped that people would stop feeding them, and this might encourage them to hunt squirrels and rats on the site. The amended motion was carried.

**Motions from members:**

v a) ***Proposal that only one closely related member of a family can sit on the management committee at any one time.***

the amended motion was carried

v b) ***That any member of the management committee missing THREE meetings in the course of the year stand down, and not be eligible to stand for election the following year.***

the amended motion was carried

these proposals by John Griffiths (45b) and seconded by Korehan Dora (39)

vi) ***proposal that the existing times for using machinery and lawn mowers be changed to 8.a.m. - 7.p.m. Monday to Saturday. This would make it much easier for plot holders who work full time to maintain their plots before or after work.***

*Motion proposed by Vic Barnes (60a) and seconded by Trevor Barnes (33a)*

the amended motion was carried

vii) **Proposal that there be a spending cap on the amount that can be spent by the committee in any one amount, other than in an emergency such as major site maintenance. Twelve to fifteen hundred pounds is suggested with higher amounts needing the agreement of the AGM.**

*motion proposed by June Allart (64a) and seconded by David Allart (68b)*

This motion was lost, and replaced with:

viii) ***That the Committee shall set a budget and present it to the AGM each year.***

*motion proposed by Sophie Carrington (43b) and seconded by Ute Spittier (25a),*

This motion was carried unanimously

viii) *Proposal against the purchase of a digger/tractor at a cost of 3,000gbp plus. Whether this money needs to be spent or if an adequate other cheaper version at a significantly lower price would be more cost effective when other monies need to be spent on site work.*

*motion proposed by David Allart (68b) and seconded by June Allart (64a)*

after considerable discussion, this motion was carried.

ix) This motion proposed by Tim Lund and seconded by Reg Wickings was withdrawn after some discussion.

Tim addressed the meeting concerning social behaviour on Facebook.

#### **Agenda item 11. Election of Management Committee**

No ballot had been required, as only seven nominations received for the seven places available.

However, bearing in mind the resolutions va) and vb) the question arose as to which of the two family members would remain on the committee. This matter will be dealt with at the first meeting of the management committee with all members present.

#### **Agenda item 13 AOB**

Julia wished to advise the meeting why she would not be volunteering in future, as she felt she was not served well by the Committee.

Francoise also felt unfairly treated regarding accusations concerning a letter.

The next AGM will take place on Sunday 1st April 2018.