

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD

Minutes of the of the AGM held on Monday 3rd March 2025 @ Bay 20

Present: George Tormod Little (GTL), John MacArthur (JM), Shahraz Razzaq (SR), Yoko Kudo (YK), Robert Larkins (RL), Bella Murray (BM), Sarah Collinson (SC), Hilary Arnold (HA), Gillie Evans (GE), Ben Lamb (BL), Russell Mulchansingh (RM), Dominique Van Roey (DVR), Chris Bushell (CB), Sonia Watson (SW), Billie Dainton (BD), Steve Abbott (SA), Philippa Collie-Cousins (PCC), Billie Dainton (BD)

Guests: Marie Travers (MT), Olivia Cox - Minute Taker (by recording)

		ACTION
1	Apologies: Jen Jeffrey, (JJ), Denise Heywood (DH), Stephen Swarray (SS), Basia Kapp (BK), Claudio Napolitano (CN), Rick Fisher (RF) , Georgina Brown (GB), Olivia Burt (OB), Sophie Burt (SB), David Barrable (DB) , Murray John (MJ), Lara Giesler (LG), Carlos Lock (CL), Shanti Patel (SP), Sarah Robertson (SR), David Kitchen (DK), Kirsten Kitchen (KK), Elspeth Williams (EW), Daisy Knox-Murphy (DJM) Jean Arnaud Zurfluh (JAZ), Ray Powell (RP)	
2	Minutes of the last meeting - These were circulated by MT and agreed upon. They will be available on the website.	
3	Annual report	
4	Garden update	
5	Accounts	
6	Finance report, future expenses and service	MT

	charge rises	
7	Appointment of auditors	
8	Resignation and re-election of existing committee members	
9	Management	
10	AOB	MT

3. Annual report

As acting chairman, PCC compiled her annual report and circulated in advance of the AGM.

PCC explained that this came out of the five sets of minutes from the year. PCC wished to thank RL and AW, as well as all committee members and co-owners.

The main thing was the roof with the outcome of getting a surveyors' report on the roof, which showed that the roof can continue to be repaired until 2039 and possibly beyond. PCC noted that it is essential to ensure that moss is cleaned off, and it was decided that this would be every 6 months. If a roof replacement in the future is necessary, there is a suggestion for this. The hope is that the roof would not need to be raised as the insulation would be thinner. The weakest part of the roof is mainly above BG and PCC's houses, as there isn't any felt in these areas.

With AW resigning, the need for a new treasurer arose and there was a suggestion for a sub-committee to be formed as the finance committee, to share the job load. It was decided that this would go ahead, with the understanding that if anyone else wanted to stand as treasurer at the AGM then they could. The finance sub-committee has compiled reports on this year's financing and projections for the next 10 years.

Pets were discussed and it was decided if you are in a flat you need to get the buy-in of your neighbour if the pet would be using a communal staircase. The committee received legal clarification that if someone needs a guide pet of any description, that is mandatory and allowed. WS have a few mice in the common parts and this was discussed. Plugs were suggested. PCC raised that if any co-owner feels they have a mice problem, they are to be scrupulous about food. Outside, rats were seen in various gardens and a company has been taken on to track this.

There was a robbery from the shed which meant a lot of garden items were stolen. As a consequence, some items are now hired rather than bought outright.

There was a replacement of carpets in the common parts.

It has been suggested that the position of chair be shared. The position is available if anyone would like to put themselves forward.

Next year, the WS committee will have a look at flood risk. On the RBKC website, WS is designated as high flood risk. This is not because of the level of rivers, but because of different rain patterns.

The committee will look into any extra income sources - for example from parking bays for tenants. This would also mean money is not spent removing cars / rubbish and items dumped in empty parking bays.

There was a complaint put forward about a member not being able to join the treasury sub-committee, which couldn't be heard because there wasn't a complaints procedure in place. A proper complaints procedure will be looked into this year.

PCC noted that everyone is very sad to lose JB from the square and wished to thank her for all her hard work. PCC also thanked MT and JMW Barnard.

SA raised that WS came very close to spending millions on a new roof. MT clarified that the previous surveyor (Charles) and MT got together with their experience from the external works and the past issues WS has had with the roof / the lifespan of the tiles etc. A survey was done by the present surveyor. It was thought that if WS was to go ahead with a roof replacement, it would cost around two million due to the level of work involved, new asbestos removal and planning/building control regulations. From that, it was decided that an independent survey should be done. MT approached eight different surveyors for their fee proposals. At the AGM last year, it was decided to go for a more intensive survey, which would also see the condition inside the roof. From that, there was a better picture of the roof. MT clarified that at no point was there any agreement that a roof replacement would go ahead. There was then a transparent vote as to whether people were happy to go ahead with the survey. The survey was just below the threshold that necessitated a vote. MT explained that the reason this was raised in 2023 was because the reserve had been depleted, so there was a need to future plan in order to build up the reserve. SA raised that a lot of the anxiety was around the decision to start funding a potential future project. It was raised that anything so big should be brought to AGM. HA raised that the major issue was whether or not to go ahead with the survey. That was why the decision went to the square, via an emergency meeting.

4. Garden update

MT explained that Ray was hoping to be at the AGM but couldn't make it so he sent an update for MT to read out. Ray feels they have made significant progress across the seasons, particularly with the planting of the three large borders and the brick circle. These areas were in real need of attention, with some areas barren. Thanks to the allocated budget, the gardening team were able to revitalise the spaces. In autumn they planted approx 700 bulbs. Ray asked for care to be taken to avoid damage. However there is work to be done - particularly in areas around no. 20 and along the long border with the tree ferns. There has been a simple irrigation system installed to help water beds opposite no 28 and in front of JB's. There is also a stepping stone path near no 28 to help access in muddy conditions. This will need to be re-seeded as temperatures rise. Car parks continue to be maintained weekly. Collected leaves have been used as mulch, used extensively throughout the garden this year. However, additional deliveries were still necessary. Improving the soil remains a key priority. Recent work has also included:

Planting three standard roses in the brick circle

Clearing and disposing of rubbish in both sheds and painting them. This improves appearance and should extend lifespan.

Looking ahead to maintain the borders in top condition it would be helpful to have an idea of budget as early as possible to allow for proper planting ahead of the growing

season.

WS recorded a vote of thanks to the gardening team. RL asked for extra care of children and games (e.g. football) around the planted areas.

5. Accounts

MT explained that the accounts for the year end 30th September 2024 were circulated to everyone ahead of the AGM. MT invited queries to herself regarding these.

Key points:

Looking at last year's numbers, there was a surplus of £30000. Money largely comes from the service charge and clawback. Clawback was lower than average (£12000, compared to £20000 in previous years). This meant overall revenue was down 11%. The costs to run the square rose by 4%. Irregular costs (external repairs, carpets, survey etc) cost £27000.

It was asked how clawback might be used. In the past, clawback has always been used for improvements (e.g. bike shed). PCC thinks that now "improvements" must mean improvements to the fabric of the square. Suggestion to move clawback over to be included as income. JM explained that they always took a conservative view on clawback as it was an amount that couldn't be relied upon. MT explained that 10 years ago they took a legal view that clawback could be used on external works. HA pointed out that this was discussed at a committee meeting when the finance sub-committee suggested including clawback in income.

MT explained that at the end of each financial year, if there is a surplus this is then transferred to the reserve. Clawback has its own sub-ledger. MT transfers part of that into the reserve when there is a need to pay for major works. PCC asked for a show of hands whether people are happy to use 100% of clawback for major works. This was unanimously agreed. MT told the AGM that since the end of the financial year, there has been an increase to clawback: AW's property, and there are three properties under offer, one of which is about to exchange.

CB wished to point out that a lot of money comes in from bike storage and less from parking spaces.

6. Finance report, future expenses and service charge rises - the finance sub-committee presented a proposed service charge increase based off a 12 year forecast. This is because they wished to include 2 more external re-decs. They have allowed for the cost of re-decs to go up by 15% over the 7 year intervals. The booked survey in 2032 has also been included. A 10% contingency on overall expenses for unknown costs that arise has also been included. The suggestion is that the service charge will remain as it is for this year, with an increase from the next financial year of 3.5%. This means each will pay an extra £105 per year in service charge. This would be an annual increase. The south east leasehold freehold association (5000 properties) indicated that the average service charge goes up around 11 or 12% annually in the south east of England. It was noted that this will be subject to adjustment year or year, in real time. MT to circulate the forecast and summary of discussion tomorrow. Finance sub-committee to be available for questions from co-owners, to aid transparency. MT told the AGM that she manages 23 buildings in the area. Half of those have a reserve. Even the ones with reserves, every 6 or 7 years they have to raise a demand because this doesn't cover the major works.

PCC wished to thank the finance sub-committee and asked if they are willing to continue for another year.

GTL asked if there will be reminders ahead of the service charge raise.

DVR noted in the garden there is a spot in the garden where kids play and asked if there is a way to make it nicer.

7. Appointment of auditors - The current auditors are LPS Accountants. MT reported that the auditors got the audit done in time to get it signed and circulated ahead of the AGM. MT asked for confirmation to re-appoint the auditors. Agreed.

8. Resignation and re-election of existing committee members - MT told the AGM that each year in accordance with the rules a third of the committee have to resign. In the last year, AW resigned so three others were needed to resign and stand for re-election. This year: MJ, HA, GTL. Agreed. In the AGM notice, there were requests for nominations. HA nominated BM. BM to re-join the committee.

9. Management - JMW Barnard have been managing the square for 15 years. MT told the AGM she hopes she is seen as communicative and supportive, plus expressed her fondness of the Square.

PCC wished to note that if there was another all-square vote in the future, a lot of people felt it should have been anonymous. The committee have taken this on-board and next time it will be.

10. AOB

(i) London open gardens - MT told the AGM that this will be held on 8th June 2025. The square has been registered, but MT flagged that it is up to everyone whether or not to go ahead, as volunteers will be required. MT to send an email requesting volunteers. PCC suggested waiting a month to allow for people to have a better idea of their diaries.

Major works and planning ahead - MT told the AGM that in 2 or 3 years time, it'll be potentially time for the next cycle of external repairs and redecorations. MT stressed that this is a time to give advance notice to co-owners to potentially replace their windows if they haven't already done so, as potentially this will keep costs down. It was suggested looking at another window company to do a comparison alongside Natural Windows. RL raised the aluminium powder coated windows which have been installed for 19 years and still look new. Suggestion to make people aware of this choice. HA reported that when windows were changed with planning permission, it was necessary to use wood. RL would like to use aluminium. PCC noted that as of last year, the council have re-designated lots of things and she believes it is no longer necessary to obtain planning permission for windows.

MT wished to point out it is the individual leaseholders' responsibility to maintain and potentially replace windows. Previously, Charles (surveyor) approached three different window companies and got quotes for leaseholders. PCC suggested putting something on the WS website. As a point of reference, RL noted that when work was done on Ladbroke Grove, it was an inconsistent window used.

RL noted that a disproportionate amount of the costs in the last re-decs went on repairing windows for people who had not replaced their windows. RL suggests that at the next re-decs, people who have not invested in replacing their windows should pay

a larger share of the re-decs. PCC suggested re-visiting this at a committee meeting, rather than the AGM.

RL noted that Mark kept a check on which properties had had a disproportionate number of repairs as they hadn't replaced their windows, but this information wasn't shared with the committee.

HA noted that every individual can choose whichever window company they wish.

The original idea of using natural windows for all was economies of scale but in the end this didn't work, as independent work was significantly cheaper.

(iii) Security in the square - RL raised this. Toby works for Met Police and mentioned at part of his drop in whether WS should secure the square. MT noted that this has been raised several times in the past. This would involve a fob system. There are areas of low level fencing, which would need to be raised. There would need to be an intercom system for deliveries. RL noted that St Andrews are on-board. Recently there was an incident where someone's house was invaded by someone with a piece of wood with a nail in it. This was in Bartle Road, then into WS. PCC noted a perennial problem with a half-way house behind WS. At times, when certain mentally challenged criminals are placed there, WS experiences a crime spree. Suggestion to have a sub-committee to look into ways of improving security, for example closing off through-roads. RL noted that people have brought unpleasant dogs into the square, which have attacked cats.

(iv) De-fib - CB wished to remind everyone that there is a defib in the red box outside no.,38. The box is not locked but there is also not a sign, in order to deter theft.

(V) Whatsapp group - Sonia asked if all the tenants know about the Whatsapp group. GTL explained it is quite organic. All are welcome to join.