

# Minutes of Lynwood Road Residents' Association Annual General Meeting

Wednesday 17<sup>th</sup> April 2024

Directors: Andrew Mitcham (Director, Chair,AM); Nigel Filby (Director, NF),  
Apologies for absence were received from Subash Tavares (ST)

**The Meeting started at 7.30pm; approx. 30 residents attended**

## 1. Directors and Acceptance of the 2023 AGM Minutes

- a. AM introduced the directors attending and passed on apologies for Subash Tavares who was unable to attend. The current directors are seeking volunteers for additional directors.
- b. Pete Norvill moved away and resigned in October 2023 having served as a director for 9 years. The meeting thanked Peter for his work as a director.
- c. David Holland 60 Lynwood Road had volunteered to serve as a director of the Residents' Association company. His appointment as a director was proposed, seconded and agreed by the meeting.
- d. Jane Hopkinson 55 Lynwood Road had volunteered to serve as a director of the Residents' Association company. Her appointment as a director was proposed, seconded and agreed by the meeting.
- e. Mark Watson 51 Lynwood Road had volunteered to serve as a director of the Residents' Association company. His appointment as a director was proposed, seconded and agreed by the meeting.
- f. Minutes of the 2023 AGM and the Accounts for 2022-23 had been distributed to owners and are published on the LRRR website ([www.lynwoodroad.info](http://www.lynwoodroad.info)). Acceptance of the 2023 AGM Minutes was proposed and agreed.

## 2. Chairman and Directors' Annual Report

NF reported on work carried out over the year.

- a. A survey was undertaken on the 57 surface water drains on the estate which run into Thames Water sewers. This is undertaken every 3 years. 12 defects were found and the work to repair this will be undertaken over the next 12 to 18 months at a cost of £6000.
- b. The oak trees in the Square had been treated for oak processionary moth (OPM) and one nest was removed. A survey was undertaken on these old trees and this identified the need to remove some dead wood and reduce the crowns. This work was undertaken during the summer and autumn 2023.
- c. Repair work required on small areas of block paving roadways and replacing kerbstones on the roundabout had been completed in the summer.
- d. The pillars at the entrance to the estate have been refurbished and repainted.
- e. SLOW signs have been painted on Lynwood Road and the STOP sign at the entrance to the Square have been repainted.
- f. The gates in Wessex Close have been refurbished and re-hung so that they closed correctly, but it was not possible to fix self-close mechanisms to these gates. It would be necessary to replace the gates.
- g. The website has been rebuilt and simplified to improve security and ease of maintenance. This was undertaken under the maintenance support agreement. Marwan commented that the website costs might be reduced and he was asked to provide some alternative costings for the directors to consider.

## 3. Financial Report and Rent Charge

- a. Summary annual accounts for 2022-23 and draft accounts for 2023-24 had been posted on the LRRR website and made available to all owners. Full accounts are available on request.
- b. NF reported that Rentcharge arrears as at 31 March 2024 were £658 compared to £340 in 2023. Increase is due to two properties being in arrears; but payment plans have been agreed with both.
- c. Draft Annual Accounts for the year to 31 March 2024 - points of note:
  - i) Annual expenditure of £26,326, was £1,726 over budget due to work noted above, but this was partially offset by increased interest receipts from the business savings account.

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- ii) Reserves for future maintenance and repairs remain at approximately £142,000. This seems sufficient as it is unlikely that major repairs will be needed in the near future.
- d. The Budget for 2024-25 is £27,050. Details are shown on the 2024-25 Budget & Expenses for Rentcharge posted on the website (link sent to all owners). The budget includes repairs to the surface water drains, cutting back of shrubs and trees and spraying against OPM as noted above.
- e. The Rentcharge for 2024-25 is set at £260 per property (£250 after discount if paid by 31 May).

### **4. Formal Votes**

- a. Acceptance of the annual accounts for 2022-23 and draft annual accounts for 2023-24 was proposed and agreed by the meeting.

### **5. Discussion Points**

- a. Estate Works:
  - i) Repairs to the surface water drains as noted above.
  - ii) Ongoing work will be required on shrubs and trees on the estate.
- b. Vehicle speed and traffic on the estate were discussed:
  - i) The Strenue / Esher Football Club had erected a sign before the entrance pillars directing players, but it was suggested that an arrow be placed there to clarify the direction of the Club.
- c. Other topics raised:
  - i) We are opening a savings account with Nationwide and will transfer funds into this to improve interest earned and safeguard funds within the FSCS limits. Marwan thought better options may be available and he was asked to put forward a proposal.
  - ii) Installation of CCTV on the estate was discussed but it was thought that this would be difficult to monitor, plus the cost and lack of electricity supply made it impractical. Some residents also said that they did not want cameras. There was a suggestion that perhaps a few dummy cameras were installed as a deterrent. A suggestion was made that the Design Out Crime Officer should be contacted for advice. The directors will obtain a proposal and put this forward to residents.
  - iii) NF stated that there have been no reports of crime on the Lynwood Estate and this makes it hard to justify the expense of installing CCTV cameras. If residents do experience crime or anti-social behaviour they should report it to Surrey Police and obtain a Crime Reference No.
  - iv) The surface of Lynwood Road past the allotments is sinking and has become much worse. It was suggested that residents contact local councillors to put pressure on Surrey County Council to action repairs. There is a link for this on the Website & WhatsApp group.
  - v) There was a question about redevelopment of the Strenue / Esher Football Club; NF reported that he did not know of any new developments.
  - vi) The fire engines which attended recently for the fire in the shared housing development did not have access to the bollard keys. The directors will raise this with the Fire Service.
  - vii) NF reported that he had been looking at the cost of appointing Managing Agents should this prove necessary. He had spoken with 3 companies and the additional cost to residents would be approximately £100-£200 per household. However, since we now had 3 new directors on board he hoped this change would not be necessary.
  - viii) Thanks for the work of the directors were received from the attendees.
  - ix) Elizabeth offered to help on an ad-hoc basis and suggested that the directors use the WhatsApp group to request help on particular issues if necessary in the future.
  - x) Darren suggested that a "fun" event could be organised by the residents with a financial subsidy from the Association's funds. Suggestions for such an event are invited.

### **6. Date of Next Meeting**

- a. It was agreed that this would take place on Wednesday, 2<sup>nd</sup> April 2025

There being no further business the meeting closed at approximately 21:30 hours.