

KINGSWOOD COURT (CHORLEY) MANAGEMENT COMPANY LIMITED

AGM - MINUTES OF THE MEETING HELD ON 28th JULY 2022 10.30 am

I would like to thank Dave Twist (Director), Robert Cant & Adam Platt for attending the AGM.

Service Charge – It was agreed that there will be no increase in the service charge for 2023 and it will remain at £894.00 p.a.

Section 20 funding. Due to the major roof works carried in 2021 & 2022 available funds for routine decorating and maintenance have been limited. If other unexpected major works need to be carried out the Management Company can issue a Section 20 notice, requiring a one-off payment from all owners, as an alternative to raising the service charge. Whilst the management company have never issued a Section 20 notice this was agreed at the meeting as a viable alternative to raising the service charge each year. It was agreed that the service charge should be kept as low as possible to help with the saleability of the properties.

Freehold Agents – The Management has been informed that Simarc have issued a number of letters to Leaseholders demanding a fee for renting out their property. If anyone has received such a letter can please you get in touch with Jan at JKA Property Management Ltd to discuss the issues involved?

External Decorating – This will commence on Denham Wood Close early next year.

Intercoms – As the door entry security pads are 18 years old now some of them are failing. At the minute the electrician can still get parts, but eventually a new system will have to be installed. The Managing Agent is looking into this.

Maintenance – Problems are quickly rectified when something is reported or picked up on the weekly inspection sheets. Anyone with any concerns please report them by email to jkapropertymanagement18@gmail.com

Fibre Instillation – The Freeholder of Denham Wood Close has instructed 4th Utility Company to survey the site for the instillation of their Fibre. When the Management receives further information details will be posted on the Kingswood Court website under 'Latest News'.

Gardening – The tree surgeon attended the site earlier in the year to thin, top and cut back some of the trees around Oak, Rowan & Holly House. Similar work will be repeated on the main car park of Denham Wood Close and also Alma Wood Close sites during the winter months. Some of the gravelled areas will also be refreshed in early spring 2023.

Car Parking – There always appears to be car parking issues. A van is constantly parking near to the junction on Denham Wood Close, until the Managing Agent can get to the bottom of this problem can residents please take care entering and exiting Denham Wood Close?

There is a car park plan on each notice board in the communal area, can residents please locate the correct parking space for their apartment and park in it.

Neighbour Hood Watch – A big thank you to Adam Platt who has very kindly spent time setting up a Neighbour Hood Watch Program on Denham Wood Close. Once Chorley Council have received the signage they will erect them on the lamp posts that are situated at the entrance of Denham Wood Close.

Julie Molloy (Owner) raised some questions via text:

1. **Reinstatement Valuations – has this been carried out lately?** – This was carried out in 2021.
2. **Does the Management Company purchase Directors & Officers Insurance** – Yes we do - Annually.
3. **Concerns that the service charge fees have not been increased regularly** – The Directors have always been mindful of keeping the service charge to a manageable level as this affects the resale value of properties and also ensures excess funds are not simply left in the savings account. Whilst, until now, good management has ensured our funds have been in a healthy position large sums have had to be paid out in recent years for the refurbishment of many of the roofs. As a result of this, a decision was taken last year by the Directors and Managing Agent to re-think the roofing issues that were reoccurring on certain blocks. To this end, a new Roofing Contractor was instructed last year and major works have been carried out on all the affected roofs. To date we have had no reoccurring problems. Section 20 funding procedures are also available - as discussed earlier in the meeting.

There being no further items for discussion the meeting concluded at 11.30.

Jan Ashburn

Managing Agent

28th July 2022