

HEATHBANK COURT MANAGEMENT CO LTD
AGM held on 27 March 2024 @ 7pm
18 Shelley Court, Cheadle Hulme

1. Welcome & Apologies

Janet welcomed everyone, apologies Chris Parker (No's 22 & 24), Val Hemingway (No 26), Andy Demaine (No 23), Mike & Fairlie Owens (No11)

2. Attendees

Amanda Yacoubian (Company Secretary) via zoom, Janet Ashton (Director), Shez Sheikh (Director), Anthony Parker No24, Felicity Tucker No5, Mike Conroy (No28)

3. Approval of Minutes of last meeting held on 22nd March 2023,

The minutes have been read, Janet Ashton Approved and Shez Sheikh Seconded, the minutes were approved

4. Company Secretary/Financial report

The accounts are looking healthy and there is no need to increase the service charge this year. All fees remain the same with no increases expected for 2024 – 25. If anyone wants a copy of the accounts, please contact me on ayacoubian@hotmail.co.uk mob 07894 061571

5. Management Committee Report

As agreed last year, we have continued to closely monitor spending and to build up our funds following large expenses from 2020-2022 (intercoms, gardeners, rising energy costs).

We have continued to follow a programme of garden maintenance, rather than development, because this is affordable. We have a small local firm who suit us better and are within our budget.

We have tried to save money on energy by placing all hall lighting settings on the minimum setting, which means that most of the time we need to use the white push button demand switches at the top and bottom of each staircase. The outside lights will remain on from dusk till dawn for security. This arrangement seems to suit everyone as nobody has commented on it. As a result, we have saved £200 on our annual energy costs.

We also have read the meters every month so that we can quickly pick up on any unusual usage. One of the fittings on the garden light is faulty and it has not been possible to replace the bulb that has gone. Another attempt will be made in warmer weather when the unit is dry. If unsuccessful, we will need to decide whether to get the whole light replaced or to run it on 5 bulbs as it is now.

General maintenance and repairs carried out this year:

Gardens/cleaning/ light and alarm checks/ meter readings.

Gutters all cleared/ roof repairs to 2 properties (small areas)

Investigations to find source of leak from one property to another.

Street door lock repair to one unit.

BT have installed new wiring in garden, underground instead of erecting telegraph poles.

Amanda has worked to gain prompt and regular payment of service charges from all owners. As a result, we have increased profit showing on our account £3K.

Our accountant says we are in a much stronger position this year than last.

Upcoming Repairs and Maintenance

- Painting the outside of the entrance porches
- Paint repairs to railings
- Replace carpets in the entrance porches
- Cladding treatment to preserve and maintain the wooden cladding (every 10 years, due 2025)

The Management Committee will get quotes for the works so we can budget for these over the next 2 years.

Can we remind all owners to please inform Amanda if something needs repair or attention, this allows the speediest and most economical solution to be actioned.

New WebSite

Shez unveiled Shelley Court website that he has designed and developed since our last AGM.

www. <https://shelleycourtflats.uk/>

This will be added to over time with more details being posted as appropriate. There is also a new email address for the Management committee, **amanda@shelleycourtflats.uk**

6. Dissolution of current Committee

Janet Ashton & Shez Sheikh resign

7. Appointment of new Committee

Janet Ashton & Shez Sheikh to be re-elected for 2024 - 2025.

8. Questions from the floor

None

The meeting was adjourned at 8.34 pm

signed.....