

HOLLY LODGE ESTATE COMMITTEE
MINUTES OF MEETING HELD 18 August 2011

Present: Dominique Florin, Olive Gatenby, trustee, Peter Jacobs, trustee & treasurer,
Peter Wesley, vice chairman, Li Weinreich, new Secretary

19:45

1. Minutes of 12 July were agreed.
2. LW appointed secretary
3. **PJ Finance**
 - Camden VMF now paid = £132,795.
 - Still some unpaid Plot holders VMF.
 - Update of Plot holders Names & addresses to be checked with Naomi's address database
 - PJ and Daniel have done HLE cash flow first draft.
4. **Parking**
 - MET to take over parking control after contracts have been agreed and signed.
 - Wording on parking notices to be clarified.
 - MET will print parking permits
 - HLE will administer permits.
 - PW to review contract and resolve question on Issue of terms of termination.
5. Crossover request from 7 Hillway still to be resolved
6. **Roads and pavement renewals**
 - Phasing and timeline of works discussed as it relates to Cash flow
 - LW to look into getting a technical specification for quotes
7. **Hillway Entrance**

OG presented a competitive quote of approx. 46k including works, landscaping, painting, hut refurbishment, pillar lights and signage. OG to request details from other quote.
8. **Gates Closers**

There have been complaints about difficulty of new closers.
Naomi to be asked about details of complaints.
9. **Estate Security**

Query from No. 25 Hillway about estate getting more security. This has been looked at before and prohibitive costs prevents increased security unless Plot holders agree to a large raise in VMF.
10. **Insurance**
 - PI to be renewed until it can be reviewed. Naomi confirms that if this insurance is cancelled Pro rata rebate will be made.
 - LW to try and get another comparative quote for Commercial Combined Insurance before Sep 1st renewal.
11. **Staff contracts**

PW has discussed holidays with Sean and agreed that holidays will not be taken in busy season and will confirm with a letter of agreement.
12. **SKIPS**

PW - Agreed policy to be done and ratified at AGM. Then letter to be sent to Plot Holders.

Meeting ended at 10 pm