

MINUTES OF PLOT-OWNERS' ANNUAL GENERAL MEETING

Attendees: Peter Jacobs Treasurer/Trustee, Martin Narraway Trustee, Dominique Florin Vice Chair, George Donaldson Secretary, Li Weinreich, Robert Morgan, Emma Jay, Rob Schoenbeck, Daniel Virgili Accountant, Barbara Wheatley Estate Manager + 80 Plot residents representing 70 plots.

Apologies: Peter Wesley Chairman/Trustee

Venue: Highgate Library, Civic & Cultural Centre, Croftdown Road, NW5 1HB

Time: 19.30 Wednesday 25th April 2018

1. Introductions by DF (Vice Chairman)

2. Election of Committee members for next 12 months

The following current members except the 3 Trustees stood for re-election for the 6 Committee places: Dominique Florin, George Donaldson, Li Weinreich, Emma Jay, Rob Schoenbeck & Robert Morgan. 4 plot owners, Ronnie Day, Rosalind Durant, Justyn Trenner, & Ian Whittaker also stood for election.

Voting took place between 19:30 – 20:30. Votes counted by Barbara Wheatley & Alec Rolle.

3. Minutes of Plot-owners' meeting 2nd November 2016 were discussed and adoption approved unanimously. Proposed by Pippa Rothenberg seconded by Daniel Virgili.

4. Matters Arising. None.

5. Chairman's Report was delivered by DF. Circulated to all plot-owners on the Estate and can be found on www.hle.org.uk.

DF noted that there are 2 exceptional costs this year: Replacement of HLE hut + 23 year old Electric gates / traffic barrier. Costs noted for electrical charging point will not occur in this financial year.

DF expressed a vote of thanks to Barbara Wheatley, Accountant and the Holly Lodge grounds staff. Since the departure of Steven Laney we now have a new member, Dean Larkins, who lives on the Estate. DF also thanked the hard-working Committee. Thanks were expressed to Peter Wesley for heading the committee during the past difficult year.

6. Electric Vehicles. DF reported on estate survey of proposed Electric Vehicle charging station installations in HLE. 21% responded, 67% of responses approved installation. Committee continue to look at Installation costs and financing.

7. Discussion on Sub Committees formed to review a) Security & b) Community Engagement;

Following up from the January meeting of plot owners (about the residents' divided views on Estate security measures) the committee headed by Rob Schoenbeck has been investigating getting professional non-biased survey of resident's views on the subject. Getting 3 quotes has been difficult and costs between 5k–10k. When a company has been identified a residents special meeting may need to be held to approve this extra-ordinary cost. Camden have offered all HLE residents access to the anti social behaviour back up service they provide to the mansion tenants.

Ines Newman of the newly formed Security Liaison Sub-committee (consisting of interested plot owners, committee members, Wendy Lee the Highgate ward officer, and Sian Berry the local councillor, headed by RSch) requested clarification of its role. DF acknowledged that this needs to be done and the newly elected committee will address the group's remit.

The trustees and committee's involvement and responsibilities, according to the formal Estate documents on Estate Security were discussed. Legal advice has been taken and if there is an evolution and significant change in the Committee's role, involving significant costs, a formal mandate to proceed should be obtained from the plot owners. Plot owners expressed great concern that current Police & Camden contacts do not respond adequately in emergency situations of theft and ASB. It was agreed as extensive a consensus as possible should be obtained from the Estate residents on how to deal with the actual/perceived ASB and drug related problems on the estate. Upper Hillway resident (Simon McGuire) was concerned that during recent Security Patrols only noise was being challenged by the private security guards. He has repeatedly felt intimidated and unable to enter his house until the car had moved away. The car has since been seen on the Estate "observing his property" and resident feels this is unacceptable and requested

the community address it. SM was challenged by MN and DF proposed that any further discussion should take place after meeting.

Communications Group formed (headed by RSch) with representatives from the plots, flats, Community Centre & Committee to discuss common issues (parking, security, trees etc) and how to improve communications between all the different resident groups. Regular email communication is now taking place between Estate Manager and flat leaseholders/tenants associations.

8. **Treasurer's & Accountant's Report.** A copy of the Accounts can be found on www.hle.org.uk. Income was £352k which is less than 2016 due in the main because Parking income from Camden contractors declined as the Camden works finished. Actual expenditures & salaries were up 13k from last year but total expenditure which includes road renewals capital expenditure was 16k less than previous year as the roads and pavements have held up well. The balance sheet shows a healthy end of year reserve of 680k which is well placed to support future needs and risks.

9. **Accounts adopted.** Proposed by Pippa Rothenberg, seconded by Tom Harris.

PJ pointed out that Estate trust deeds say that accounts should be presented to residents twice a year but this has not been done within his memory. Only first 3 months of current year from Dec 1 2017 has been completed and currently income is on budget, expenditure is 21k under budget as weather has delayed the hut replacement. Actual forecast of accounts cannot be accurately reported.

10. **Increase of Capital expenditure** from 25k to 52k: Proposed by Peter Jacobs

1. – Hut Replacement: Forecasted budget was done last year on limited available information and accrual costs to fit out a replacement have risen +

2. – Replacement of electric gates in Holly Lodge Gardens entrance to comply with current health & safety regulations.

Proposal approved by Justyn Trenner, seconded by Simon McGuire.

11. **Question raised about staff salary levels**

Committee confirm that staff salaries are at current London Living Wage levels.

12. **Annual Holly Lodge Summer Party** confirmed for June 24th.

13. **Electric Vehicles discussion**

MN: Estate survey was in favour of progressing electric vehicles charging points. Solicitor confirms Estate is not affected by disability legislation. Amended proposals will be submitted to Committee based on results of survey with a phased implementation of charges then on Committee agreement application to Camden will be made for planning approval which could take up to the end of the year. Questions were raised and discussed about requirement, viability, and alternative options. MN: Plan is to start one site with 2 charging points, then a 2nd 2-point charging site. Cost for connection to UK Power Networks is around 29k, which is recoupable over time from charges to use charge points. Helping disabled people deal with charging their cars was discussed.

Question was raised whether the Committee should be responsible for providing EV charging points, EJ reminded the meeting that an Estate paper/electronic vote was done and 21% responded and 67% wanted Committee to continue. There was a request for more information before planning application is done. It was pointed out that people will not want to get an EV if there are no charging points available.

14. **Committee voting results**

Voted in: George Donaldson, Rosie Durant, Dominique Florin, Robert Morgan, Rob Schoenbeck & Li Weinreich

15. **AOB**

Vote of thanks to Barbara Wheatley + HLEC + special thanks to Emma Jay who contributed so much whilst she was on the Committee.

Meeting closed 21.10