

September Newsletter

from Convent Co-op Management Committee

As discussed in June's Newsletter, this year's AGM had to be postponed due to lockdown. However, we are obliged to hold it by the end of 2020. Considering recent case numbers rising, the AGM will take place online only, via Zoom, and it is unlikely we will be able to make the meeting-room available for people uncomfortable with technology. However, we can provide one-on-one training, provided you do not have any underlying health conditions or symptoms. Please contact the office to register your interest. And be aware, the situation may change as we respond to new government directives.

Keep your estate tidy, safe and clean



Your email address: To join the online meeting, you will need to provide us with your email address. Without that, you will be unable to attend. You can fill in a short form on our website or you can simply email us with your preferred address at convent25@aol.com. We will not share or sell your details and will only ever send you Co-Op AGM meeting details. You can opt out of receiving these at any time.

Rubbish – The committee were grateful to residents for keeping the grounds tidy over lockdown. However, lately rubbish is being left outside blocks and in the gardens. The Co-op must pay a contractor to remove this and costs will be reflected in next years' service charge. Please visit the Co-op website for information about collection and what to do with bulky items.

This year's accounts have been finalised and signed off. The full document can be requested by email or you can make an appointment with the office to pick up a copy.

CONVENT CO-OPERATIVE LIMITED (REGISTERED NUMBER: IP23694R)

Detailed Statement of Expenditure for the year ended 31st March 2020

	Block £	Estate £	Tenants £	Admin Activities £	31.3.20 Total £	31.3.19 Total £
Block costs						
Staircase lighting	3,054	-	-	-	3,054	2,581
Block repairs & maintenance	7,665	-	-	-	7,665	4,969
Cleaning	8,618	-	-	-	8,618	8,452
	<u>19,337</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,337</u>	<u>16,002</u>
Estate costs						
Gardening	-	7,502	-	-	7,502	10,216
Estate repairs & maintenance	-	3,754	-	-	3,754	2,026
	<u>-</u>	<u>11,256</u>	<u>-</u>	<u>-</u>	<u>11,256</u>	<u>12,242</u>
Tenants costs						
Tenants repairs & maintenance	-	-	32,085	-	32,085	11,457
Entryphone maintenance	-	-	-	-	-	450
Rent losses from bad debts	-	-	(492)	-	(492)	-
	<u>-</u>	<u>-</u>	<u>31,593</u>	<u>-</u>	<u>31,593</u>	<u>11,907</u>
Staff costs						
Wages & salaries	-	-	-	38,183	38,183	41,840
Employers NI	-	-	-	694	694	542
Other staff costs	-	-	-	1,013	1,013	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>39,890</u>	<u>39,890</u>	<u>42,382</u>
Office costs						
Rent & rates	-	-	-	7,781	7,781	4,523
Repairs to office	-	-	-	1,938	1,938	1,132
Light & heat	-	-	-	1,026	1,026	1,264
Cleaning & other costs	-	-	-	852	852	700
Insurance	-	-	-	522	522	511
Telephone	-	-	-	1,329	1,329	1,252
Stationery & office supplies	-	-	-	986	986	1,303
Equipment maintenance	-	-	-	209	209	1,755
	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,643</u>	<u>14,643</u>	<u>12,440</u>
General administrative expenses						
Conference & subscriptions	-	-	-	384	384	613
Bank & giro charges	-	-	-	210	210	236
Sundry expenses	-	-	-	313	313	869
Community expenses	-	-	-	-	-	287
Committee training	-	-	-	300	300	580
Depreciation	-	-	-	205	205	203
Audit fees	-	-	-	2,300	2,300	2,150
Accountancy fees	-	-	-	5,400	5,400	4,665
Consultancy fees	-	-	-	1,074	1,074	2,911
	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,186</u>	<u>10,186</u>	<u>12,514</u>
	<u>19,337</u>	<u>11,256</u>	<u>31,593</u>	<u>64,719</u>	<u>126,905</u>	<u>107,487</u>