

# The Convent Co-operative Limited

## The Re-Convened Annual General Meeting

**Venue:** Co-operative Committee Room

**Date:** 30<sup>th</sup> July 2019

**Time:** 7.30

**Present:** B.Moffat, J.Wilkinson, J.Raffety, N.Harvey, S.Williams, D.Doyle, F.Hessamian, C Thorpe, H.Kabbani, S.Butcher M.Kane, M.Hays, C Telesford, Daniel Yaw R.Palmer,

**Apologies:** M.Meighan, J.Attard, L.Barrick, K.Abrahams, M.Poole

**In Attendance:** J. Baxter, L.Hayward

### MINUTES OF THE MEETING

#### AGENDA

##### 1. APOLOGIES

The apologies were given out as above

##### 2. MINUTES OF THE LAST MEETING

The minutes were read out and Proposed by C.Thorpe, Seconded by D.Doyle as being accurate and correct.

##### 3. FINANCE REPORT

###### (i) Annual Accounts

Janet read out the key points from the accountants report

There were no concerns raised by the Auditors in the management letter.

Income for the year went down from 128K to 124K mostly due to a reduction on allowances from WBC

Maintenance charges were higher compared to last year

Overall there was a surplus of £19,641

The Co-ops finances are in a healthy position with reserves of £365K

It was

**Proposed to accept the accounts :** J Raffety

**Seconded:** S.Williams

Agreed by show of hands.

##### 4. APPOINTMENT OF AUDITOR

It was recommended by the committee to use Simpson Wreford as the approved Auditors,

**Proposed by:** Farrokh Hessamian

**Seconded by:** Janet Raffety

Agreed by all by show of hands

## **5. CHAIRS REPORT**

- The three yearly tree maintenance program was delayed by the WBC approved contractor , works planned to start in September
- The new 10 year lease for the office has now been finalised
- Ian Beever gave a talk at the last meeting about the results from the residents survey .The top concerns were Rats, Security , Rubbish.
- The five yearly continuation ballot is due, residents will soon be receiving their voting papers.

## **6. NOMINATION OF COMMITTEE MEMBERS**

Four Committee members stood down. (G.Chapple J.Wilkinson, J .Tait, J.Attard)

Jane Wilkinson stood for re-election

No election required

## **7. ELECTION**

No Action

Any members interested in joining the Management Committee can get more information after the meeting or contact the office.

## **8. RESOLUTION TO CONTINUE BEING MANAGED BY CONVENT CO-OPERATIVE**

The Co-operative is required in its rules to resolve to continue at the AGM by WBC. Janet Raffety proposed to continue as a Co-operative to be agreed by show of hands.

Unanimous vote to stay as a Co-operative.

## **9. ESTATE MATTERS**

Three of the tenanted properties require new kitchens and rewiring to bring up to standard

Quotes received - average cost per property

F G Keen                      £8374

Oaks Controls              £10947

Sadler Maintenance    £10994

F Hesaamian Proposed FG Keen as they gave the best quote and are regular contractors on the estate.

Seconded: H.Kabbani

All Agreed

## **11. A.O.B**

It was requested that two skips be placed on the Estate over the holiday weekend for residents to dispose of bulky rubbish

Proposed S.Williams  
Seconded D.Doyle  
All agreed

N.Harvey requested the small wooden posts and poles that were damaged be removed from outside of 58 Ericcson Close ,...Lorraine to inspect

**Date of next meetings:**

**Meeting closed 8.15pm**

**Signed...**

**Date...**