

MINUTES

ANNUAL GENERAL MEETING

Held on Tuesday 9 June 2015 at 7.30pm at the Cooperative Offices, 33 Henry Jackson Road

The meeting started at 7.40pm. Mike Biddick, Vice Chair, led the meeting in Catherine Desson's absence.

1 - Present/Apologies

- Present – Nasser Hashemi, Rachid Bellili + Bernie Brennan (WBC) + Mike Biddick, John Fooks, Louise Horobin, Doris Leaman, Sandra Osborn, Sandrine Tiller, Sarah Yetman, Matthew Williams
- Apologies – Catherine Desson
- The meeting was not quorate (nine required, eight in attendance)

2 - Minutes of last Annual General Meeting - approval

- The minutes of the last Annual General Meeting (10 June 2014) were proposed for adoption by Sarah Yetman and seconded by Sandrine Tiller
- The minutes were approved as a true record of the meeting. All members voted in favour
- Due to the meeting not being quorate, it will be reconvened 16/06/15 for actions to be approved.

3 - Matters arising from previous minutes

- There were no matters arising from the previous minutes

4 – Audited Accounts 2014-2015

- Rachid Bellili took those present through the balance sheet. In brief:
 - £101,662 in the bank – accumulated over the year and expected to grow year on year (some of which is for cyclical decs)
 - £13,440 surplus – a very good result, arising out of efficiencies in the way the Coop is run
 - No voids
 - Question over £19k Debtors YTD – explained that this is not bad debt, rather it's the way that service charges, etc, are shown as money coming in
 - Question over £24k Creditors – explained as payments identified for the future, eg rent due to WBC, etc
- Rachid Bellili also took those present through the auditor's opinion. In brief:
 - In short, the Coop accounts have a clean bill of health – "true and fair view..." and there is "nothing to report" – this is an excellent result
 - The management committee looked at the report in more detail at their May 2015 meeting when the accounts were approved
 - Further detail is available to all should anyone wish to see more information – please ask Nasser Hashemi if interested

5 – Appointment of Auditors

- Current auditor, KA Johnson, doing a good job (very familiar with servicing coops/understands how they work, systems, etc) and keen to keep the Coop's business (current fees circa £1.8k)
- Explained our intention is to go the tender before making a repeat appointment – a market testing exercise to ensure fees are in the ball park

- **ACTION – Nasser – get market testing exercise underway**

6 – Continuation Vote

- The AGM voted to accept the proposal to continue with the current Cooperative and Management structure
 - Proposer – Mike Biddick
 - Seconder – Louise Horobin
 - All members voted in favour

7 – Election of members

- Current Committee members stood down and all bar one put themselves up for re-election
- Key changes for 15/16
 - Daniella Leijenaar standing down for 15/16
 - Ellie Rashbrook put herself up for the committee in 15/16
- The AGM voted to accept the nominations
 - Proposer - Doris Leman
 - Seconder - Sandrine Tiller
 - All members voted in favour

8 - AOB

- Update on block cleaning – JKH the one remaining block to have floors polished. Intention is then for this to happen every six months across all blocks
- Condition of estate signage
 - **ACTION – Nasser – provide further detail/ideas at next committee meeting**
- Health & Safety – time to refresh protection on top of bin chambers (anti-climb paint) to prevent children from accessing/putting themselves at risk
- Garden update – recognition of Catherine Desson's recent efforts to continue new planting
- Playground– considering ways of accessing grant funding to help with playground refurbishment
- Bike sheds – deep clean now due – will be adding mesh to help with leaves and make some small changes to the roof

The meeting closed at 8.10pm and will be reconvened 16 June 2015