

Cottesmore Owners Management Company

MINUTES OF THE COMC COMMITTEE		
HELD ON:	Mon 4 th June 2018	
AT:	No.9, Kimball Close	
Attendance:	Laura Shead- Secretary (9) Andy Cross- Chairman (9) Rob Mowatt- Maintenance (11) Gary O'Shaughnessy (45) Tim Seal (35)	Rod and Gina Waterfield (1) Pete Welsh (13) Michael Stokes (47) Karen and Jo Rohman- Johnson(3)
Apologies & Declarations of Interest:		

Notes: Include Proposed / Seconded where required

Issues to Discuss		
ITEM	DETAILS	ACTION
1	Minutes of Last Meeting: Passed by All	Agreed
2	Correspondence: The relevant forms to hand over the ownership of the communal areas are now with Chatterton's Solicitors. This should be completed soon 'Sale' boards are still being dumped under the conifer at the entrance of Kimball Close. This still seems to be an issue. A note will be added to the website to remind all of the management agreement in relation to Sale boards. The layby next to Kimball Close was mentioned at January's AGM due to its tiredness at this time of year. It was suggested that we should try to improve the layby's appearance along with installing barriers to stop any unwanted overnight tipping and use by large vehicles. Over the past months The Chairman has attended several meetings with the Rutland Council and also the Parish Council to investigate this. It is currently with The Rutland County Council and we are awaiting a response. A formal letter of thanks will be sent to Paul and his team for their kind donation towards the memorial bench for Marcus Cole. In the same letter an invitation will be included to the Summer Party and Charity Fundraiser on the 8 th July. Trevor Cole, Father to Marcus has asked if the bench can be officially opened. We have decided that the Summer Party and Charity Fundraiser would be the perfect opportunity to do this. We will contact Trevor regarding this along with inviting the family and close friends to join us at the event.	N/A AC to do AC to do AC to do AC to do
3	Finance: Savings: £28.37 Current: £587.80	

Cottesmore Owners Management Company

	<p>Outstanding Payments to COMC - £590</p> <p>One homeowner has arrears of £480. COMC will not act on this as of yet due to cost implications for court proceedings.</p>	All Agreed
4	<p>Planning - sub-committee:</p> <p>The parking plan in place is causing confusion between home-owners. With this in mind, we have decided to re-open the plan and investigate further with the help of residents.</p> <p>Owner of property 24 has enquired about amending the deeds regarding the small piece of land sitting at the front of the property. This is currently with the solicitors.</p> <p>Communal land is to be acknowledged when outstanding properties have been sold (Communal land between 1 and 3, outside 47 and outside 24.)</p> <p>In memory of Marcus Cole, a community orchard will be planted at the top end of the communal area. Ideas of trees and costings are to be investigated and will be reported at our next meeting.</p> <p>Our 2018 Summer Party will be held on Sunday the 8th of July. COMC will book a Bouncy Castle for entertainment along with arranging an arrival drink for all invited and distribute leaflets informing residents of the event. If anybody would like to help with setting up the event, please contact the secretary, Laura Shead to arrange this.</p> <p>One of the connecting fence posts between the fields and large communal area has a slightly break. Gary will be repairing this.</p> <p>The man-hole cover outside number 1 is causing a noise disturbance when traffic drives through the close. This is a public highway so we will contact the council to rectify this issue.</p>	<p>AC and TS to do</p> <p>With solicitors</p> <p>With solicitors</p> <p>GO to do</p> <p>AC to do</p> <p>GO to do</p> <p>AC to do</p>
5	<p>Website - sub-committee:</p> <p>The GDPR laws have now come into force. The Privacy Policy on the website has been updated to comply with these laws. An email will be sent to all residents reminding them of how their data is used. A note will also be added to the 'new buyer' forms informing them of where they can find our Privacy Policy.</p>	AC to do
6	<p>Maintenance - sub-committee:</p> <p>The buildings insurance for Apartments is still not confirmed due to the lack of response in signing over the land to the management company. The solicitors need to be reminded that without this the apartments are at risk of not being correctly insured.</p>	With solicitors
7	Report from any meetings attended on COMC behalf:	N/A
8	Any Other Business:	

Cottesmore Owners Management Company

	There are plans afoot to preserve the area of the canal closest to Kimball Close. Jamie (24) will keep us in the loop re any developments or cries for volunteers.	JM to do
9	Any Issues to report regarding Communal Areas including Block: The risk assessment has been complete before the start of this meeting and will be published on the website.	AC to do
10	Emergency Lighting for Apartments and Risk Assessment - 4 monthly check:	Done
11	Date of next COMC Committee Meeting: Monday 24 th September at 7pm	All Agreed

Minutes by: Laura Shead (Secretary)