

# Cottesmore Owners Management Company

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MINUTES OF THE COMC COMMITTEE		
<b>HELD ON:</b>	Monday 26 <sup>th</sup> January 2026	
<b>AT:</b>	22, Kimball Close.	
<b>Attendance:</b>	Pete Welsh (13)(Chairman) Jacqui Booth (22) (Secretary) Tim Seal (35) (Director) Gary O'Shaughnessy (45) (Director) Carl Booth (22) Rob Mowatt (11)	Julia Hayes (39) Nicki Green (9) Tara Davies (47) Patricia Mulvany (24) Nathan Richmond (18)
<b>Apologies &amp; Declarations of Interest:</b>	Jamie Mulvany (24)	

Notes: Include Proposed / Seconded where required

Issues to Discuss		
ITEM	DETAILS	ACTION
1	<p><b>Minutes of Last Meeting</b></p> <p><b>The minutes were read and adopted.</b></p> <p><b>Proposed: Tim      Seconded: Gary</b></p> <p><b>All agreed.</b></p> <p><b>Matters arising:</b></p> <p><b>Layby improvement application.</b></p> <p>This relates to an application that the Oakham Canal Green Corridor Project have made to the council. They applied to a fund called The social value fund. A decision on the matter was due to have taken place on the 1<sup>st</sup> June 2025.</p> <p>Pete stated that he had spoken with one of our residents, James Mulvany, who was not able to make the meeting today. James is a member of the Oakham Canal Green Corridor Project. He has been in contact with the project team and they have stated that they have been advised by the Council that improvement works are due to start in the next few weeks.</p> <p>The contractors plan is to tidy up the edges of the layby with a digger and remove any spoil. They will then level the surface with road planings (that is the scrapings from old roads that are being refurbished). They will finally create a surface which self-drains into the surrounding ground.</p> <p>Jamie went on to state that he had been advised that there were presently no plans to try and eliminate the flooding problems in the layby from the surrounding fields.</p> <p>A discussion then took place and it was felt that without tarmac the surface described might not be substantial enough to cater for the vehicles using it.</p>	

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<p>Mention was also made of the apparent contradiction in terms when stating that the surface would self-drain into the surrounding ground, but that there were no plans to eliminate flooding problems from the surrounding fields. It was decided though that the self-drain would be to try and eliminate the large puddles that are often present, rather than the occasional flooding from the fields which would be a much bigger job and cost, to try to eliminate.</p> <p><b>Fence repair/Replacement.</b></p> <p>This related to sections of the fence along the communal fence requiring attention. Pete stated that he had asked local handyman Mark Adcock to have a look at this problem. Mark is always busy and to anyone that has used him, of which there are quite a few on the estate, does a good job. He is however difficult to tie down. Pete stated that this has been his experience for quite a while. He has however finally come round and looked at the job. He has stated that he will be able to reinforce the loose posts. He is due to start the work at any time.</p> <p><b>Apparently abandoned car.</b></p> <p>This was reported by a neighbour and related to a car with flat tyres and looking decidedly neglected in the parking area adjacent to number 4. Pete stated that he traced the owner who stated that they had not used it for a while. They apologised and stated that they would endeavour to make the car look less like it had been abandoned.</p> <p><b>Broken Slabs.</b></p> <p>This was reported by a neighbour and related to broken slabs adjacent to number 31. Pete stated that he had also passed this job to Mark Adcock. As previously mentioned Mark has been busy until quite recently. He has however attended and Pete stated that he had taken the opportunity of walking around the estate with him. About 15 defect slabs and one loose inspection cover were identified. Mark plans to address the repair/replacement when he does the fence.</p> <p><b>Rubbish in alleyway.</b></p> <p>This related to apparently unwanted plant pots and the like in one of the rear alleyways. Pete stated that he had spoken to the 'owner' who agreed to tidy them away.</p> <p>Pete went on to say that there were a couple of other areas on the estate where owners seemed to have abandoned unwanted items outside their rear gates, and on COMC's side, for some time.</p> <p>Pete asked the meeting what their feelings were about this and how they would like it to be dealt with... He stated that he had already emailed one of the residents and received no response.</p> <p>A brief discussion then took place and it was agreed that, especially as the items were on view, and we wouldn't want this to become a habit with others, it was agreed that an individual letter should be sent to those involved and to include in the letter an offer of help with removal, if it was required.</p> <p>Proposed: Tim      Seconded: Gary</p>	<p>Pete</p>
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	All agreed.	Pete
2	<p><b>Correspondence:</b></p> <p>Pete stated that there was nothing of note.</p>	
3	<p><b>Finance:</b></p> <p>Pete handed over to Jacqui</p> <p>She stated that our accounts were as follows:</p> <p>Savings account £ 9,395 Current account £ 3,200</p> <p>Total:                   £ 12,595</p> <p>Though we are a non-profit making company, it was once again reiterated that we are allowed to have savings, often referred to as a 'sinking fund', to cater for future projects and demands.</p> <p>Jacqui went on to say that we are currently in service charge payment period and that there are still 12 homeowners yet to make their payment.</p>	
4	<p><b>Planning/ House sales</b></p> <p>Pete stated that as of today there are presently 3 houses on the estate that are for sale. He stated that he will continue to monitor this in order that if sales take place, we can ensure that the deed of covenants are transferred to new owners.</p> <p>He also stated that new owners had moved into number 9, one of whom Nicki, was present. On behalf of us all he welcomed them to the estate.</p>	
5	<p><b>Website:</b></p> <p>Nothing of note</p>	
6	<p><b>Maintenance:</b></p> <p>Grass cutting: Gary agreed to continue with this at the current rate.</p> <p>Strimming: Rob agreed to continue with this at the current rate.</p> <p>Shrubs: Pete and Rob agreed to continue with this. Julia has also agreed to look after the shrubs that front onto Ashwell Road.</p> <p>Weed control: Tim agreed to continue with this.</p> <p>Pete thanked all those involved.</p> <p>The subject of the conifer hedge at the entrance to the estate was once again raised. It was suggested that if the height of the hedge was reduced</p>	

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	<p>to 12 feet or thereabouts, we could maintain it ourselves and avoid the almost £3000 cost to have it maintained every 5yrs.  A brief discussion took place. It was however agreed that as we had only just paid for the conifer hedge to be trimmed, we should wait for the 5 years to elapse, it will cost us nothing in between and then discuss the matter after the 5 years, which would be about 2030</p>	
8	<p><b>Any Issues to report regarding Communal Areas including Block:</b></p> <p><b>Apartment block safety check</b></p> <p>Tim stated that he had carried this out and that the upstairs emergency light was not working. He went on to say that he and Rob had tried to fix this without success. Fortunately Rob knows a local electrician who attended and established that a new unit was required. He stated that it would cost approximately £75 to replace. Due to the necessity to have the lights working this was authorised and the electrician is due to effect the replacement over the next few days.</p> <p><b>Apartment block insurance...</b></p> <p>This was renewed in August. It was previously £1,076.</p> <p>Pete stated that efforts were made to try and get a cheaper quote. This included liaising with other management companies in the area. Having gone round the houses we were eventually advised of the best, in their opinion, agent in the area to make contact with. It transpired that that agent was the one that we currently use.</p> <p>The insurance was renewed at a similar cost to last year, thus meaning that the charge to the four apartment block holders would remain the same.</p>	Tim/Rob
9	<p><b>Any Other Business:</b></p> <p>Pete stated that our wonderful secretary Jacqui had advised him that her and Carl were planning to downsize, a consequence of which means that they will be leaving the estate and as such no longer in a position to perform her role.</p> <p>All wished them well but much disappointment was expressed as Jacqui and Carl are a much liked and popular residents on the estate.</p> <p>Pete went on to say that we would, as a result, be looking for a volunteer to take over the role of secretary.</p> <p>Jacqui agreed to write a brief synopsis of her role in order that this can be circulated to all in the hope that a volunteer will come forward.</p>	Pete

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	<p><b>Additional Matters Raised by Others:</b></p> <p>The issue of repairing the perimeter fence was raised. It was questioned whether or not this was necessary as the inner fence formed an adequate barrier and that we could save money by not continuing to have to repair ours.</p> <p>This was discussed. It was pointed out that though not necessarily a stock proof fence, a fence of some sort should be in place to mark the COMC boundary. Having the old fence removed and replaced with something new would entail far greater costs than those proposed at this stage. It was further suggested that, when necessary, the present fence should be repaired until such time as that is no longer a viable option.</p> <p>It was agreed that any costs of repair would be monitored and when necessary, a cheaper replacement should be considered in the future.</p> <p>Proposed: Tim    Seconded: Nicki</p> <p>All agreed</p> <p>The matter of the clock above 21 and 23 was raised, in as much as it's failure to tell the correct time.</p> <p>Pete explained a brief history of the clock and that though it was enjoyed by all the clock was owned by and as such the responsibility of numbers 21 and 23.</p> <p>Following discussion Pete agreed to make contact with the owners to see if the matter could be addressed.</p> <p>Two further matters were then raised:</p> <ol style="list-style-type: none"> <li>1. Wheelie bins. These are being left out much longer than necessary once emptied. This is most prevalent along the road that leads to the rear of number 2. Sometimes the bins were left out until the next weeks bins were due to be put out.</li> <li>2. Speeding vehicles. This was often observed at the T junction opposite numbers 24/47. The view around the corner is obscured by the apartment block. Vehicles regularly cut the corner at speed without a view of approaching vehicles. Whilst this was often the fault of delivery vehicles one member stated that on three separate occasions recently, they had had to take avoiding action. The vehicles and drivers were recognised as being from the estate.</li> </ol> <p>Following discussion Pete stated that he would add these matters to the letter he sends out regarding his search for a new secretary.</p> <p>Finally Pete thanked Jacqui and Carl for hosting the meeting and providing refreshments.</p>	<p>Pete</p> <p>Pete</p>
<p>10</p>	<p><b>Date of next COMC Committee Meeting:</b></p> <p><b>7pm Monday 20<sup>th</sup> July 2026. Venue to be announced.</b></p>	

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