

Cottesmore Owners Management Company

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MINUTES OF THE COMC COMMITTEE		
HELD ON:	Monday 27 th January 2025 at 7pm	
AT:	22 Kimball Close	
Attendance:	Pete Welsh (13) Chairman Tim Seal (35) Director Jacqui Booth (22) Secretary Carl Booth (22) Rob Mowatt (11) Taniece Alleyne & Joe Church (21) Emma and Nathan (18) Julia Hayes (39)	Patricia Mulvany (24) Rod & Gina Waterfield (1) Vicki Ellis (27)
Apologies & Declarations of Interest:	Gary O'Shaughnessy (45) Director Jamie Mulvany (24)	

Notes: Include Proposed / Seconded where required

Issues to Discuss		
ITEM	DETAILS	ACTION
1	<p>Minutes of Last Meeting</p> <p>The minutes were read and adopted.</p> <p>Proposed: Tim Seconded: Gina</p> <p>Matters arising:</p> <p><u>Maintenance to Conifer Hedge</u></p> <p>Pete stated that this had still not been carried out. Problems still continue with getting a suitable time to access the paddock that suits both the owner and the contractor.</p> <p>When the last attempt failed the contractor offered to cut the top, sides and roadside of the hedge. At the time this was not considered a viable option.</p> <p>Pete stated that he would try and get access for the contractor again but feared that with the wet weather, James (paddock owner) would consider the ground too wet.</p> <p>Pete asked the meeting for their thoughts and consideration of the contractors offer.</p> <p>Rod stated that he feared that if the end row trees were to fall, that it might hit his house and Vicki stated that looking out of her rear windows she was met with a wall of Leylandii.</p> <p>It was further stated that the important cut was to reduce the height of the hedge</p>	

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	<p>It was agreed that if access was once again not possible, we should approach the contractor with a view to cutting the top, sides and front.</p> <p>Proposed: Tim Seconded: Patricia</p> <p>All agreed.</p> <p><u>Layby improvement Application.</u></p> <p>Pete reminded the meeting that The Canal Trust had applied to the council for funding to repair the layby which was in an ever deteriorating state. He had spoken with Jamie Mulvany, a Trustee of the Canal Trust and resident of the Close. Jamie had stated that the Trust had not yet received a decision from the council concerning the application, but that they were monitoring the situation.</p> <p><u>White van.</u></p> <p>This related to a van that had been parked in the close for a long time and appeared to be unattended.</p> <p>Pete stated that the van was moved, by the owner, a short time after the meeting.</p>	Pete
2	<p>Correspondence:</p> <p>Nothing of note</p>	
3	<p>Finance:</p> <p>Jacqui stated the present accounts were:</p> <p>Current account: £ 4,992.92 Savings account: £ 8,481.26</p> <p>Total: £ 13,474.17</p> <p>Pete explained to the meeting that whilst COMC was a non profit making company, they were allowed to have savings for future projects and maintenance.</p> <p>Jacqui reminded the meeting that we are currently in a service charge payment period. To date there are still 8 homeowners still to pay.</p>	

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	<p>Pete thanked Jacqui for the work that she does, stating that he would be Isot without her. The meeting echoed Pete’s comment.</p>	
4	<p>Planning</p> <p>Pete stated that there were currently no houses on the estate that were going through the sale process.</p>	
5	<p>Website:</p> <p>Jacqui stated that there was minimal activity on the site, but that all was up to date.</p>	
6	<p>Maintenance:</p> <p>Grass cutting: Pete stated that Gary had explained to him that his mower was in need of repairs and a service and that he asked for an increase of £100 on his annual fee for mowing.</p> <p>Pete stated that Gary had not asked for an increase for at least a couple of years and Tim stated that repairing mowers was quite costly. It was agreed to allow the increase.</p> <p>Proposed: Tim Seconded: Jacqui</p> <p>All agreed.</p> <p>Strimming: Rob stated that all was good and that he was happy to continue.</p> <p>Shrub clipping: Pete and Rob stated that they were happy continuing with this work. Julia stated that she was happy to help, but required a little notice.</p> <p>Weed Control: Tim stated that he would continue to monitor this.</p>	
7	<p>Report from any meetings attended on COMC behalf:</p> <p>None</p>	
8	<p>Any Issues to report regarding Communal Areas including Block:</p> <p>Tim stated that he had carried out a safety check of the apartment block. All was in order.</p>	

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	<p><u>Overgrown shrubs/trees</u></p> <p>Pete stated that there are three shrubs that have now grown into trees. They are located outside numbers 6 to 14.</p> <p>Pete went onto say that the residents there complain that, amongst other things, they block out a lot of light and need cutting back.</p> <p>Pete stated that whilst the trees were attractive and a haven for the birds, he sympathised with the residents and agreed that they needed cutting back. He proposed that they be cut right back to a height of about 6 foot. This would enable future maintenance. He stated that the only problem that he envisaged would be the large amount of branches to dispose of. He further stated that he proposed to cut the trees before the nesting season and then dispose of the branches, mainly at the local tip. Several members offered help with this and Pete thanked them.</p> <p>Tim stated that he thought that tree outside number 6 was actually the responsibility of number 6. Pete stated that this was correct and that he had spoken with them and offered to help them with it.</p> <p>Cutting back the trees was agreed.</p> <p>Proposed: Jacqui Seconded: Rod</p> <p>All agreed.</p>	
9	<p>Any Other Business:</p> <p>Pete stated that once again the insurance policy for the block had increased. Efforts had been made to find a lower quote without success.</p> <p>Pete went onto remind those present of the situation regarding the apartment block and that the onus was on the leaseholders to meet the cost of the building's insurance. He went onto say that the four leaseholders, in addition to the service charge, currently pay a combined total of £800 towards the insurance. The insurance has gone up to £1,076, leaving a shortfall of £276. Divided by the four holders this would mean an increase of £69 per annum or £35 (rounded up) per service charge.</p> <p>Pete stated that at the last meeting it was agreed that the insurance would be reviewed at the January meeting and that any increase would be applied at the summer service charge payment.</p> <p>This meant that for the four leaseholders, the next service charge payment would increase to £235.</p> <p>Jacqui stated that one of the leaseholders paid monthly, but that she would be able to alter that accordingly.</p> <p>Pete stated that it was with reluctance that the increase to the leaseholders had to be made, but that the insurance was something beyond our control.</p>	

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	<p>He asked the meeting to vote on the proposed increase.</p> <p>Proposed: Jacqui Seconded: Tim</p> <p>All agreed.</p> <p>There were no other matters raised.</p> <p>Pete thanked Jacqui and Carl for hosting the meeting and providing refreshemnts.</p> <p>The date of the next meeting was agreed to be</p> <p>Monday 28th July 2025 Venue: 22 Kimball Close. Time 7pm</p> <p>All welcome</p>	
10	Date of next COMC Committee Meeting: 28th July 2025	All agreed