

Minutes of meeting held at Whitehall Mansion on Saturday 15th May 2021 at 14:00

Present: Pete & Lynn (1), Don & Julia (3), Philip (5), Audrey (6), Simon & Trish (7), Julie & Miles (8)

Apologies: Alex (9)

1. Reason for meeting:	Annual general meeting
2. Minutes of last meeting:	All agreed, although some debate on wording regarding the increase in service charge fees.
3. Chair report	Simon first made comment regarding the financial situation at present: there has unfortunately been a 10% increase in the insurance premium, which now stands at £6,500 per year. An increase in the service charge of 5% would cover this, and he suggested this come into effect from 1 st July. All present agreed.
4. Matters arising from last meeting	All agreed that the working party was very productive and such a success that there is much less work to be done this year. Simon thanked Pete for the hedge trimming and sweeping that he carries out intermittently, a sentiment agreed by all present.
	Simon is regularly visiting apartment 4 as stipulated in the insurance policy. The vacant property inspections have also meant that the leaseholder's bank is making payment to Whitehall Mansion for this service.
	Simon also reported that he is in the process of trying to transfer the communal electricity supply to a new account, which is proving difficult.
5. Other matters	Philip wanted to raise his concerns regarding building security, and that the front door lock is inadequate. All present agreed that the lock should be changed and locksmith to also provide 14 keys. All agreed to contribute an additional £50 per household to fund this expense.
	The fencing has suffered from general wear and storm damage recently, with some fence posts in urgent need of replacement. Salop Fencing has been booked. Simon confirmed that Gary & Tracey will pay 10% of the costs as joint beneficiaries of the fence.

	<p>The two lime trees at the roadside of the building are in need of pollarding this season, having delayed the works from last year. Simon has already received one quote for the works. Julie will approach tree surgeon used through work for a second quotation, and Don & Julia also added that they will ask the tree surgeon they have used before for a third quote. These can all be collated and compared in due course as work will need to be carried out in the autumn.</p>
	<p>Philip has been looking into the feasibility of electric car charging points, and whether one or more could be installed in the Whitehall Mansion car park. He explained that, depending upon spec, the current units cost between £450-800 for installation, with a government grant currently available to cut costs by £350. Discussions continued around the room regarding the use, charge time and accessibility and concluded with Simon suggesting that we revisit the subject at future meetings</p>
	<p>All agreed that a shorter working party should take place again this September, with the main focus on gardening this year.</p>
Any other business	<p>Pete wanted to point out some cracked stones on the driveway side of the building, and whether the repairs would be covered by the insurance policy</p>
Next meeting	<p>TBA</p>