

Carnbee Owners Association
Annual General Meeting
Meeting held on Monday 10 September 2018, 1900hrs
Gracemount High School, Edinburgh

Minutes

Item	Details	Action
1	<p>Welcome and Apologies</p> <p>Good evening Ladies and Gentlemen and thank you for coming to the 9th AGM of the Carnbee Owners Association. With skilful handling by the committee the ship is heading very slowly in the right direction but hampered by council neglect with respect to clearing weeds on pavements and the roads in our estate. Some road sweeping in the autumn would be much appreciated. There are 23 members' present, 46 proxy forms received, giving a total of 69 owners represented. Under the terms of the constitution at annual or other general meetings of the Association, no meeting shall be considered quorate unless a minimum of fifty (50) Members are present or represented by a proxy.</p> <p>The AGM is therefore quorate in accordance with our constitution. There are no apologies.</p>	
2	<p>Minutes of last AGM held 11 September 2017</p> <p>Minutes and accounts from our 2017 AGM were posted on our website and paper copies provided to those who requested them.</p>	
3	<p>Matters Arising from the minutes (11 September 2017)</p> <p>Mohammed Demnati, 10 Carnbee Crescent. Cath Crosbie raised this issue on owner's behalf.</p> <p>Mohammed is concerned about the amount of weeds on the estate and in particular in the Crescent. John stated that it has maybe come to the time when we will have to deal with the weeds ourselves. John asked for a show of hands from those owners who would be happy to pay a small addition to fees to cover weed removal on the roads and pavements. 7 owners raised their hands.</p>	

	<p>Nicholas Cross, 16 Carnbee Crescent asked if we had obtained any quotes for weed removal. John stated we had not as yet as the roads and pavements were adopted by the Council in the mid 1990's.</p> <p>Iain Penman, 33/5 Carnbee Avenue, stated that we should have another shot at chasing up the Council and Cath Crosbie stated that she intended to do this as this was an ongoing matter with the Council. I will cover this issue in my report.</p>	
4	<p>Chairperson's Report</p> <p>Last year we had a considerable number of complaints about the weeds though strictly speaking this is not a matter for the Committee. Cath was regularly complaining to the council and this culminated in Cath and I having a walk round the estate with Councillor Lezley Cameron. Lezley was sympathetic to our problem but nothing has been done. We reluctantly approved a quote from Greenfingers to have the weeds sprayed. Unless the Council carry out their responsibilities we may have to do the same thing next year. Some weeds have become so established that we may need to get Greenfingers to scrape the weeds off some of the kerbs. That will be a costly exercise. It is a sad fact that a number of owners do this already but the rest could help to make the estate look more attractive by copying their example.</p> <p>I am sorry to say that no work has yet commenced on the strip of trees between Carnbee End and Carnbee Park which is area 11A on our map. We are going to remove all the trees and replace them with a variety of smaller growing trees. The delay was largely due to problems with the tree planning department and the Forestry Commission. However we now have all the permissions we require and all the affected owners have been contacted. There were no objections to the schedule of works so a starting date has been agreed at the end of November.</p> <p>Last year we seemed so to have had an increasing number of burglaries so we arranged a talk from the local police service. This is a problem that seems to have disappeared for the moment but</p>	

	<p>car break-ins seem to be on the increase. Please be vigilant with your security. If you have a burglar alarm make sure it's working and well maintained. If you hear a neighbours alarm go off please look to see if the property is secure. If you hear or see something suspicious during the night please phone 999, they have assured me they will come round. To show solidarity with all those affected I had an attempted break-in which cause a lot of damage to the side door of the garage.</p> <p>With regard to finances we have had another good year as Janice will explain shortly and our reserve continues to increase. Janice has had to work hard this year learning new skills since Alans moved to Fife. She has settled into the treasurer's role admirably. On behalf of myself and the committee thank you. As well as experiencing an increase in reserves, our expenditure will rise with the replanting of trees in Area 11A, we also need to look again at the western area of Area 10 which some thought on a plan of management and finally the weeding on the estate which looks like it may be an ongoing annual expenditure. I would also like to remind all those present that this is a good time to be thinking of setting up a standing order to pay your fees.</p> <p>Thank You.</p>	
5	<p>Treasurer's Report</p> <p>First of all, on behalf of the committee, I would like to thank Colin Knox, who lives on the estate, for auditing the accounts once again this year. Colin does this free of charge, for which we are very grateful.</p> <p>I am pleased to report that our audited accounts for the year September 2017 to August 2018 show another successful year with our total income up slightly due to pursuing debts and late payments. Expenditure is down slightly due to no major works on trees etc. However, this will change next year as I will explain further on.</p>	

Treasurers Report – Summary

- **Opening balance at 1 Sept 2017 £12,369.41**
- **Income £11,474.42**
 - **Fees Paid:** 19/36 Walker owners (not legally obliged to pay) and 200/204 Beazer owners have paid (legally obliged to pay). However, this has been hugely time consuming for myself and other committee members chasing up late payments. I urge all owners to benefit from the £10 discount by paying before 31 December.
 - **Methods of payment:** I am pleased to report a rise in online payments with only 57 owners paying by cheque through SPS and the rest paying by internet banking.
- **Expenditure £8,431.37**
- **Closing Balance £15,412.46**

Treasurers Report – Main Expenses

- **Estate Maintenance £6,813.68** (last year £6,009.96)
 - **Greenfingers ongoing maintenance and £720 extra for weeding kerbs this summer. We await Greenfingers quotation for next year but the hope is that we will carry on using them as we are very happy with their standard of work.**
- **Tree maintenance £0.00** (last year £970)
 - **Woodland felling and replanting of Area 11A (Carnbee Park cul-de-sac / Carnbee End) will cost £6,000 - £7,000. Also, further works may have to be carried out in Area 10 (Ellen's Glen). This will make an obvious dent in the finances.**

Treasurers Report – Minor Expenses		
	Current year	(Previous year)
• Plants	£0.00	(£12.99)
• Office Expenses	£146.44	(£139.71)
• Includes stationery, stamps, photocopying of newsletters. Hoping to save on this bill by encouraging more owners to receive newsletters by email.		
• Hire of Rooms	£0.00	(£63)
• Public Liability Insurance	£464.62	(£448.13)
• Tree Condition Report	£0.00	(£340)
• Website	£69.45	(no change)
• SPS Fee Collection	£440	(no change)
• No longer using SPS but will be opening a PO Box for next year's fees. Mail will be redirected to the Treasurer.		
• Debt Recovery	£382.18	(£252)
• £904.42 debts recovered but £382.18 spent on fees. The committee feels that it is only fair to owners who pay their fees to pursue those who don't.		
• Refund	£115	(£0.00)
• 2 owners who paid their fee twice had to be refunded.		

	<p>The future</p> <ul style="list-style-type: none"> • Fees <ul style="list-style-type: none"> • Next year's rate will be decided by the new committee. Fee letters will go out in November. It is likely that they will rise slightly to take into account the weeding and cost of tree works. 	
6	<p>Committee Elections</p> <p>An election was held in accordance with the Constitution the following individuals were formally elected to serve until the 2019 AGM.</p> <p>Chairperson Name John Pendlebury Proposer C. Crosbie, 29 Carnbee Park Seconded M. Taylor, 41 Carnbee Park</p> <p>Vice Chairperson Name John Shepherd Proposer J. Monaghan, 32 Carnbee Crescent Seconded J. Whitchelo, 13 Carnbee Avenue</p> <p>Treasurer Name Janice McGrath Proposer J. Pendlebury, 17 Carnbee Park Seconded J. Monaghan, 32 Carnbee Crescent</p> <p>Secretary Cath Crosbie Proposer J. Pendlebury, 17 Carnbee Park Seconded E. Turbitt, 16 Carnbee Park</p> <p>General Members Elaine Reid, John Whitchelo Proposer B Davis, 6 Carnbee Dell Seconded E. Stott, 61 Carnbee Park</p> <p>John asked if anyone else wished to stand for election and there</p>	

	were no volunteers.	
7	<p>Owner Questions</p> <p>Mr and Mrs Robinson, 61 Carnbee Avenue Mr and Mrs Robinson advised that a Pine tree very close to their property was extremely tall and that Pine cones were falling on the roof of their house and it was quite alarming and could something be done about this tree. We discussed that a lot of these trees were covered by a Tree Preservation Order (TPO) and we were not allowed to touch them.</p> <p>Mr and Mrs Robinson stated that opposite their property in Area 7 (large wooded area) certain individuals were using this area as a toilet. This is not something the owners wish to witness from their sitting room window. C. Crosbie asked if this had been reported to the police and Mrs Robinson said it had but they had been asked to keep a log of incidents and this was not practical. E. Turbitt suggested erecting a sign to deter people from urinating.</p> <p>Mr and Mrs Robinson stated that the Council waste-bin opposite their property was often overflowing and foul smelling in the Summer months. Owner asked if it could be moved further into Area 7. We spent a short time discussing the bin and that it was Council property and we could not move it and it was their responsibility to empty it. We are also unsure of who asked for it to be installed in the first place. We discussed that staff from Ellen's Glen House were coming up to the waste-bin and smoking and littering with their cigarette ends. A. Gibson stated that maybe Ellen's Glen House could erect a smoke shelter on the perimeter of their property to try and alleviate the issue. C. Crosbie stated that as staff were not allowed to smoke on NHS property that this would be unlikely to happen.</p> <p>John Pendlebury asked Mr and Mrs Robinson to stay behind after the meeting so we could take further details on these issues.</p> <p>M. Taylor, 41 Carnbee Park kindly thanked the committee for their work during the past 12 months.</p>	
9	<p>Meeting Close</p> <p>The minutes from tonight's meeting will be published on our website within 28 days of this meeting. If you require a paper copy, then please let us know and we'll be happy to deliver this to</p>	

	<p>you.</p> <p>I would like to thank you all for attending this evening.</p>	
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