

Carnbee Owners Association
Notes of business year 2019 - 2020

Item	Details	Action
1	<p>Welcome</p> <p>This is a considerably different version of our usual AGM, it having to be postponed by the Covid Virus which has invaded our land. Our thoughts and sympathies go out to all those who have been affected by it.</p> <p>The following proposal was sent to all owners: -</p> <p>Due to current ongoing restrictions due to Covid 19 we will not be holding our Annual General Meeting (AGM) this year.</p> <p>The current committee (listed below) are all willing to continue for a further year. The proposal is that their election should be extended for 1 year.</p> <p>John Pendlebury (Chairperson) John Shepherd (Vice Chairperson) Janice McGrath (Treasurer) Cath Crosbie (Secretary) Elaine Reid (Committee Member)</p> <p>If you are happy for this proposal to go ahead, please complete and return this proxy form to us by 21 August 2020.</p> <p>60 Proxy forms were received, and therefore the motion was passed.</p>	
2	<p>Minutes of last AGM held 9 September 2019</p> <p>Minutes and accounts were posted on our website and paper copies provided to those who requested them.</p>	
3	<p>Matters Arising from the minutes (9 September 2019)</p> <p>Questions posed by Eleanor Grieve, 13 Carnbee End, Christine MacMichael, 12 Carnbee End, Brian Whigham, 33/3 Carnbee</p>	

	<p>Avenue were subsequently dealt with.</p> <p>Elaine Turbitt, 16 Carnbee Park, kindly thanked the committee for their work during the past 12 months.</p>	
4	<p>Chairperson's Report</p> <p>The Treasurers report appears below and shows a healthy increase in our balance compared with last year. As the report highlights a large part of that is the cost of weed spraying which was not done this year. This year the Treasurer has spent an inordinate amount of time chasing up people who refuse to pay their fees or wait until they receive letters from the debt collector. Our grounds are a feature of the estate and a bonus for the owners. The fees are miniscule so we are now considering our options in being able to charge these very few people the total cost of our efforts to retrieve the money.</p> <p>Our costs go up year by year and it may not be long before we need to again increase the cost of our fees. Keeping the grounds and trees looking smart and safe are the major expenditure each year. We had some complaints from owners about overhanging trees and they were dealt with by our contractor Frontier Forestry, a five-year survey of all our trees was conducted by Arbor Vitae Arboriculture Ltd. which highlighted some trees needing attention. As we live in a tree preservation area (TPO), we need permission from the tree planning department before this work can be carried out, unfortunately this can be a lengthy process and we still have not received the necessary permissions. The costs for this work will appear in next year's accounts. Again this year there has been no road sweeping or weed suppression by the Council.</p> <p>We had a complaint from a resident about dog fouling in the park; we take this abuse of our facilities very seriously. As well as putting a notice on our noticeboard we have also requested that the council site another rubbish bin at the Carnbee Park entrance to the park. As might be expected we are still awaiting a decision.</p> <p>We may have to face the unpalatable facts that fees must rise, that is something for the new committee to decide. We have not had a very bad winter for a long time but if we had to start removing fallen or damaged trees our bank balance could be fall severely. I would like to thank Janice for the way she has performed her role</p>	

	<p>admirably by keeping the committee up to date on the state of our finances.</p> <p>Our committee has performed well as a group but one or two more members on the committee would be a great help, if you want to help please get in touch with our secretary.</p> <p>I would like to take this opportunity to thank Frontier Forestry and their man on the ground Andrew Jenkins for all his advice and hard work. I would also like to thank the committee for their hard work this year, John Shepherd, Cath Crosbie, Janice McGrath and Elaine Reid.</p> <p>John Pendlebury Chairperson</p>	
5	<p>Treasurer's Report as at 31 August 2020</p> <p>Opening balance at 1 Sept 2019: £15,971.14 Closing Balance: £19,701.80</p> <p>Income: £13,815.00 Fees Paid: 21/36 Walker owners (not legally obliged to pay) and 200/204 Beazer owners (legally obliged to pay by 15 January each year as per title deeds).</p> <p><i>I would like to say a huge 'Thank You' to those owners who paid on time. Income has increased this year due to persistent chasing of debts by the committee. Whilst the majority of owners pay on time, there are a significant number who do not. It has once again been a very arduous and time-consuming process pursuing those payments.</i></p> <p><i>£65 annually per property is, in the committee's opinion, a small price to pay for the estate being as well maintained as it is. I would remind all owners that it is your responsibility to make sure your payment is made on time and reiterate that late or non-payment will result in your case being passed to our debt collection agency and ultimately to the courts for recovery of the debts. Please remember that the committee is made up of volunteers who do the job to save all owners much higher fees were the responsibility for collection of the fee passed to factors.</i></p> <p>Methods of Payment: <i>I am pleased to see more people paying their fees online. This saves me a lot of time and I would encourage</i></p>	

all owners to do so. The only way I have of allocating a payment to your property is by the property address. Payments MUST have a reference which is your surname, property number and street e.g. SMITH 21 DELL. Failure to reference your payment means I have no way of knowing who the payment is from and will result in reminders or ultimately, a referral to the debt collector.

Overpayment: £200

Compensation payment from the Bank of Scotland. This was the result of my complaint re the inordinate amount of time I had to spend on the phone and on communications to and from the bank trying to get full access to the online account for the Secretary and Chairman for the purpose of authorising online payments made by me.

Expenditure: £10,084.34

Main Expenses

Estate Maintenance: £6,346.80 (last year £8,208.60)

This is a reduction from last year as we did not authorise kerb weed spraying this year.

Tree maintenance £1,506.00 (last year £2,976.00)

We have a lot of trees in the estate and this will be an ongoing expense. This year we had tree works carried out at Carnbee End and Carnbee Avenue along with planning applications for both.

Minor Expenses

	Current year	(Previous year)
Plants	£0.00	(£0.00)
Office Expenses	£66.52	(£82.41)
<i>Includes stationery, stamps, photocopying of fee letters etc. We remain hopeful that many more owners will opt to receive email communications, thereby cutting down the work the committee had to do in copying and delivering letters by hand.</i>		
Hire of Rooms	£72.78	(£63.00)
<i>(Gracemount High School room for 2018-19 AGM)</i>		
Public Liability Insurance	£459.62	(£459.62)
Tree Condition Report	£665.00	(£0.00)
Website / Domain Name	£100.62	(£69.45)
PO Box	£342.00	(£330.00)
Debt Recovery	£480.00	(£534.00)

In the interests of fairness to all owners, the committee has pursued all unpaid fees through IHJ Debt collection Agency this year. Once

