

# Anchor Tenants Limited

55 Laburnum Road, Leicester, LE5 1FS

## AGM Agenda, 2008

The annual general meeting of the above society will be held in Laburnum Hall, 55 Laburnum Road, on Wednesday 9th April at 7pm to transact the following:-

- Minutes of the AGM held on 28<sup>th</sup> March 2007 to be proposed and seconded
- Matters arising from the minutes of the previous annual general meeting
- Chairman's report
- Result of the committee ballot
- Auditor's report
- Adoption of the report and balance sheet for the year ending 31<sup>st</sup> January 2008
- Election of Auditors
- Appointment of arbitrators
- Remuneration of the committee
- General Business

Arbitrators are required as per Rule 88.1 below:-

*Appointment of Arbitrators - At a general meeting of the society five arbitrators shall be elected, none of whom are directly or indirectly interested in the funds of the society.*

If you know of any suitable person who would be willing to act as an arbitrator, then please give their name and address to the secretary before the start of the meeting.

# Housing List

## Pos Name

1 Mr J G Smith  
2 Mrs Patricia Tams  
3 Miss Denise Cook  
4 Mrs Tracey Scull  
5 Mr Nicholas Walker  
6 Mr Keith Hollis  
7 Mrs Chloe Harsant  
8 Mr Mark Brookes  
9 Mr Derek Evans  
10 Miss Amanda Garner  
11 Mr Nicholas Gaten  
12 Mr Ian Small  
13 Mr Michael Hollis  
14 Mr C Shaw  
15 Mr Graham Williams  
16 Mr B Garner  
17 Mr Jamie Hargrave  
18 Mr K Deacon  
19 Mr Michael Haddon  
20 Mrs Valerie Adams  
21 Mrs Jane Goudy  
22 Mr Scott Gaten  
23 Mrs Angela Murray  
24 Miss Claire Highfield  
25 Mr Stewart Small  
26 Mrs Deborah Brookes  
27 Mr E G Hill  
28 Mrs J Harlow  
29 Mrs S Walker  
30 Mr D Green  
31 Mr K G Cooper  
32 Mrs Patrica Peacock  
33 Mrs L E Harvey  
34 Mrs Patricia Willson  
35 Mrs S Baum  
36 Mr Neil Franklin  
37 Mr John Franklin  
38 Mr Paul Walton  
39 Mr D W Harding  
40 Mr David Ryan  
41 Mrs Amanda Lewin  
42 Miss Polly Snow  
43 Mr Nicholas Ireland  
44 Mr P Adcock  
45 Mrs Joanne French  
46 Mrs C Ashford  
47 Mrs Michelle McGowan  
48 Mr Alan Cook  
49 Mr Kevin Ryan  
50 Mr Robert Fraser  
51 Mr Andrew Fraser  
52 Mr David Mee  
53 Mrs T Scott  
54 Mr S J Jordon

## Pos Name

55 Mrs J Pawley  
56 Mrs Gail Frith  
57 Mr Andrew Christie  
58 Mrs Vivienne Burchnall  
59 Mr John Woolley  
60 Mrs Deborah Thorsby  
61 Mr David Vernon  
62 Mrs Christine Hill  
63 Mrs C Manning  
64 Mr Michael Highfield  
65 Mrs Sally Rigley  
66 Mr Matthew Gaten  
67 *Mr Ross Proud*  
68 Mr Mark Cooper  
69 Mr Jacob Cooper  
70 Mrs Lesley Lockett  
71 Mrs Julie Leech  
72 Mrs Julie Rennie  
73 Mrs Margaret White  
74 Miss S Litchfield  
75 *Mr G Litchfield*  
76 Miss Sarah Busko  
77 *Miss Symone Creese*  
78 Miss Nicola Mason  
79 Miss Selina White  
80 Mr Ian Carter  
81 Miss Diane Barker  
82 Mr Ian Fraser  
83 *Mr Lawrence Highfield*  
84 Miss Sally Lydon  
85 Mrs Michelle Bingham  
86 Miss Anita Cox  
87 Mr Brian Richardson  
88 Mr M Neale  
89 Mrs S Parr  
90 Mr Christopher Taylor  
91 Mr C Hill  
92 Mr J B Hill  
93 Mr Rodney Bishop  
94 Mrs J Bentley  
95 Mr Kevin Geary  
96 Miss Diane Vesty  
97 Miss Susan Cort  
98 Mr Richard Oliver  
99 Mrs Carolyn Hughes  
100 Mrs T J Watts  
101 Miss J Cort  
102 Mr Jason Towers  
103 Miss Alexandra Small  
104 Miss Rebecca Highfield  
105 *Miss K Scott*  
106 *Mr K Reynolds*  
107 Miss Louise Franklin  
108 Miss Laura Franklin

## Pos Name

109 Mr Sven Sanders  
110 Miss Jennifer Medcalf  
111 Miss Anna Osborne  
112 *Mr C Jones*  
113 Miss Helena Small  
114 Miss S Litchfield  
115 Mr A. D. Litchfield  
116 *Miss K Hawryliw*  
117 *Miss M L Doucet*  
118 *Miss A Reynolds*  
119 Mr N J Malone  
120 *Miss L Pierce*  
121 Miss S M York  
122 Mr Lee Towers  
123 *Mr A Hargrave*  
124 Mr R Green  
125 *Mr B L Gaten*  
126 Mr Robert Medcalf  
127 *Mr Steven Steel*  
128 *Mr Connor Snow*  
129 *Miss D Pierce*  
130 Mr James Hammond  
131 Mr Richard Woolley  
132 Mr Nicholas White  
133 Miss Elizabeth Smith  
134 Mrs Joanne Chapman  
135 *Miss Alice Franklin*  
136 *Miss S Lewin*  
137 Mr Simon O'Hare  
138 Mr Ben O'Hare  
139 Mr Mark O'Hare  
140 Mrs A Newcombe  
141 *Miss R L Felstead*  
142 *Miss F I Felstead*  
143 Mr D K Christie  
144 Mrs C Turner  
145 *Mr B Geary*  
146 *Mr Cristopher Towers*  
147 *Mr Vaughan Snow*  
148 *Miss V E Johnson*  
149 *Miss R E Jones*  
150 Mr Leigh Mitchell  
151 Mr Stephen Mellor

# Anchor Tenants Limited

55 Laburnum Road, Leicester, LE5 1FS

## Report and statement of accounts for the year ending 31<sup>st</sup> January 2008

### Committee of Management

Mrs J. Benning – Chairman

Mr A. Ridgway  
Mr I. Pawson

Mrs J Bradshaw  
Mrs K Creese

Mrs L. Osborne  
Mrs L Taylor

**Secretary** Susan Swann

**Solicitors** Harding & Barnett

**Bankers** Barclays Bank PLC

**Auditors** Godkin & Co.

### Attendance for the year (51 possible)

J. Benning	50	I. Pawson	48	K. Creese	47
L. Osborne	44	M. Carter	7 (7)	L. Taylor	42
S. Clarke	11 (12)	J. Bradshaw	45	A. Ridgway	36 (44)

### Order of retirement

K Creese	2008	L Osborne	2009	J Benning	2010
I Pawson	2008	J Bradshaw	2009	A Ridgway	2010
		L Taylor	2009		

### Report of the Committee

Fellow Members,

We present herewith the Statement of Accounts for the year ending 31<sup>st</sup> January 2008. After meeting all expenses including interest on the reserve fund, there is a balance of -£2,238.00

The Committee of Management recommends that no dividend be paid for the year ended 31<sup>st</sup> January 2008 and that all revenues received be used for the running, upkeep and maintenance of the Societies properties.

On behalf of the Committee



J. Benning - Chairman

**ANCHOR TENANTS LIMITED**  
**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 JANUARY 2008**

	<b>2008</b>		<b>2007</b>	
	£	£	£	£
<b>INCOME :</b>				
Rents receivable - houses and garages		176,218		177,008
Rent of hall		5,000		5,000
Online filing incentive		150		250
Wayleave		50		50
House clearance		30		-
Interest received		2,444		1,529
		<u>183,892</u>		<u>183,837</u>
<b>EXPENSES :</b>				
<b>Management Expenses</b>				
Salaries	46,428		40,945	
National Insurance	3,970		3,320	
Committee fees	418		339	
Printing, postage and stationery	1,536		1,282	
Telephone	592		858	
Office and workshop rates	1,025		923	
Light and heat	1,249		1,079	
Cleaning and pest control	668		764	
Van expenses	1,180		1,203	
Audit and accountancy	1,222		1,163	
Professional fees	3,140		2,598	
FSA Fee	155		135	
Donations	286		200	
Sundry expenses	471		490	
Bank charges	748		783	
		<u>63,088</u>		<u>56,082</u>
<b>Estate Expenses</b>				
Repairs - Painting	5,281		17,394	
- Building, roofing and skip hire	14,186		10,607	
- Plastering	8,435		1,220	
- Window and door replacement	29,081		32,259	
- Electrical	17,547		11,139	
- Plumbing	12,263		5,346	
- Lead pipe replacement	9,565		12,572	
- Gas testing	15,042		18,965	
Insurance	8,881		10,675	
		<u>120,281</u>		<u>123,017</u>
Depreciation		<u>2,761</u>		<u>3,152</u>
<b>(Deficit)/Surplus before taxation</b>		(2,238)		1,315
<b>Corporation Tax</b>		-		538
<b>(Deficit)/surplus after taxation</b>		<u>(2,238)</u>		<u>777</u>
<b>Accumulated surplus at beginning of year</b>		113,079		112,302
<b>Accumulated surplus at end of year</b>		<u><u>110,841</u></u>		<u><u>113,079</u></u>

**ANCHOR TENANTS LIMITED**  
**BALANCE SHEET AS AT 31 JANUARY 2008**

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	<u>Note</u>	2008		2007	
		£	£	£	£
<b>ASSETS EMPLOYED :</b>					
Fixed assets	2		62,940		65,422
<b>Current Assets :</b>					
Stocks		1,075		1,075	
Debtors and prepayments		2,382		3,158	
Balance at bank - Current account		5,596		4,272	
- Deposit account		14,647		13,903	
- Tracker account		59,803		57,777	
Cash in hand		336		909	
		<u>83,839</u>		<u>81,094</u>	
<b>Current Liabilities :</b>					
Creditors		5,668		3,770	
Tenant Bonds		9,717		8,326	
Corporation Tax		-		538	
Share Capital Reserve		1,644		1,594	
		<u>17,029</u>		<u>14,228</u>	
<b>Net Current Assets</b>			<u>66,810</u>		<u>66,866</u>
			<u>129,750</u>		<u>132,288</u>
<b>FINANCED BY :</b>					
Share capital	3		18,909		19,209
Reserves			110,841		113,079
			<u>129,750</u>		<u>132,288</u>

MRS J BENNING            }  
   }  
 MR I PAWSON                }

**MEMBERS OF COMMITTEE**

MRS S SWANN             }           **SECRETARY**   **9 April 2008**

**ANCHOR TENANTS LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**

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**(1) ACCOUNTING POLICIES**

The Society has adopted the following accounting policies, which should be read in conjunction with the financial statements as set out on pages 2 to 4.

**Basis of Accountancy**

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards.

**Fixed Assets and Depreciation**

Fixed assets are stated at cost, less depreciation and amounts written off. Depreciation is calculated to write off tangible fixed assets over their estimated useful lives at the following annual rates :

Estate	-	2% of cost
Plant	-	10% of cost
Office equipment	-	10% of cost
Van	-	20% of cost
Computer equipment	-	25% of cost

**Stocks**

Stocks are stated at the lower of cost and net realisable value.

**(2) FIXED ASSETS**

	<u>Estate</u>	<u>Plant</u>	<u>Office Equipment</u>	<u>Van</u>	<u>Total</u>
<b>COST</b>					
At 1 February 2007	70,150	6,817	3,746	3,300	84,013
Additions	-	279	-	-	279
At 31 January 2008	<u>70,150</u>	<u>7,096</u>	<u>3,746</u>	<u>3,300</u>	<u>84,292</u>
<b>DEPRECIATION</b>					
At 1 February 2007	8,425	5,785	3,061	1,320	18,591
Charge for the year	1,403	403	295	660	2,761
At 31 January 2008	<u>9,828</u>	<u>6,188</u>	<u>3,356</u>	<u>1,980</u>	<u>21,352</u>
<b>NET BOOK VALUE</b>					
At 31 January 2008	<u>60,322</u>	<u>908</u>	<u>390</u>	<u>1,320</u>	<u>62,940</u>
At 31 January 2007	<u>61,725</u>	<u>1,032</u>	<u>685</u>	<u>1,980</u>	<u>65,422</u>

**(3) SHARE CAPITAL**

	<b>£</b>
At 1 February 2007	19,209
Additions	250
Withdrawals	(500)
Shares cancelled	(50)
At 31 January 2008	<u>18,909</u>

**ANCHOR TENANTS LIMITED**  
**STATEMENT OF RESPONSIBILITIES OF THE**  
**MANAGEMENT COMMITTEE FOR THE FINANCIAL STATEMENTS**

The purpose of this statement is to distinguish the management committee's responsibilities for the financial statements from those of the auditors as stated in their report.

Legislation requires the management committee to prepare financial statements for each period which give a true and fair view of the Society's state of affairs at the end of the period and of its income and expenditure for that period. In preparing those financial statements the management committee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Society will continue in business.

The Management Committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and to enable them to ensure that the financial statements comply with the Friendly and Industrial and Provident Societies Act 1968 and the Industrial and Provident Societies Acts 1965 to 2002. It is responsible for maintaining a satisfactory system of control over the Society's books of accounts, its cash holdings and its receipts and remittances and must also take adequate precautions to guard against falsification and facilitate its discovery.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANCHOR TENANTS LIMITED**

We have audited the financial statements of Anchor Tenants Limited for the year ended 31 January 2008 which comprise the Income and Expenditure Account, Balance Sheet and the related notes. These financial statements are prepared in accordance with the accounting policies set out therein.

This report is made solely to the Society's members as a body, in accordance with Section 9 of the Friendly and Industrial and Provident Societies Act 1968. Our audit work has been undertaken so that we might state to the Society's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Society and the Society's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of the Management Committee & the Auditors**

As described in the Statement of the Management Committee's responsibilities, the Management Committee is responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

It is our responsibility to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Friendly and Industrial and Provident Societies Act 1968 and the Industrial and Provident Societies Acts 1965 to 2002. We also report to you if, in our opinion the Society has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if a satisfactory system of internal control has not been established and maintained.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Management Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Society's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard – Provisions Available for Small Entities, in that in common with many other organisations of this size and nature the Society has used our services to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

**Opinion**

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the Society's affairs at 31 January 2008 and of its income and expenditure for the period then ended; and
- have been properly prepared in accordance with the Friendly and Industrial and Provident Societies Act 1968, and the Industrial and Provident Societies Acts 1965 to 2002.

**LOUGHBOROUGH**

**9 April 2008**

**GODKIN & CO LIMITED**  
**Registered Auditors**  
**Chartered Accountants**

# Anchor Tenants Limited

Shareholders are requested to compare the amount standing to their credit in the books of the Society with the share certificates in their possession. In case of any discrepancy, please communicate with the Societies auditors within two months of the date of the auditors' certificate otherwise the amounts stated below will be considered to be correct.

<b>Folio</b>	<b>Holding</b>	510	£50.00	657	£79.86	730	£50.00
11	£52.50	512	£50.00	661	£50.00	731	£50.00
19	£50.00	515	£90.00	665	£130.00	732	£50.00
21	£10.50	520	£130.00	666	£50.00	733	£60.00
39	£50.00	537	£50.00	667	£50.00	734	£50.00
53	£10.50	539	£74.47	668	£50.00	735	£70.00
82	£10.50	544	£50.00	670	£50.00	736	£50.00
125	£50.00	545	£50.00	675	£50.00	737	£50.00
129	£50.00	549	£30.00	678	£50.00	738	£100.00
167	£50.00	550	£50.00	680	£50.00	739	£50.00
177	£50.00	551	£50.00	684	£50.00	740	£50.00
204	£200.57	554	£70.00	685	£80.00	741	£50.00
206	£120.00	555	£50.00	686	£50.00	742	£50.00
210	£50.00	566	£50.00	687	£70.00	744	£50.00
262	£50.00	567	£110.00	688	£90.00	745	£50.00
275	£21.00	568	£50.00	689	£50.00	746	£50.00
288	£80.00	572	£50.00	690	£50.00	747	£50.00
292	£50.00	574	£50.00	691	£50.00	748	£50.00
297	£50.00	576	£90.00	692	£50.00	749	£50.00
306	£50.00	579	£30.00	695	£60.00	750	£50.00
328	£50.00	581	£52.50	696	£50.00	752	£50.00
335	£50.00	582	£50.00	697	£50.00	753	£100.00
339	£50.00	584	£80.00	698	£50.00	754	£50.00
341	£50.00	595	£30.00	699	£50.00	755	£50.00
345	£50.00	598	£40.00	700	£50.00	756	£50.00
361	£10.00	599	£50.00	703	£50.00	757	£50.00
365	£50.00	604	£50.00	705	£50.00	758	£50.00
377	£50.00	605	£50.00	707	£60.00	759	£50.00
401	£52.50	606	£50.00	708	£50.00	760	£50.00
409	£23.15	608	£50.00	709	£67.58	761	£50.00
416	£50.00	609	£70.00	710	£50.00	762	£50.00
419	£50.00	611	£50.00	711	£100.00	763	£50.00
422	£30.00	612	£70.00	712	£50.00	764	£50.00
428	£100.00	613	£80.00	713	£50.00	765	£50.00
431	£50.00	614	£30.00	714	£50.00	766	£50.00
432	£50.00	615	£120.00	715	£50.00	767	£50.00
437	£50.00	616	£50.00	716	£50.00	768	£50.00
438	£50.00	617	£50.00	717	£20.00	770	£50.00
439	£50.00	620	£50.00	718	£50.00	771	£50.00
441	£50.00	621	£50.00	719	£50.00	772	£50.00
454	£50.00	622	£50.00	720	£50.00	773	£50.00
461	£80.00	629	£50.00	721	£50.00	774	£50.00
468	£80.00	630	£50.00	722	£50.00	775	£50.00
481	£50.00	632	£80.00	723	£30.00	777	£50.00
484	£50.00	633	£120.00	724	£50.00	779	£50.00
489	£20.00	645	£100.00	726	£50.00	780	£50.00
506	£90.00	646	£50.00	727	£50.00	781	£50.00
509	£100.00	656	£40.00	728	£50.00	782	£50.00



783	£50.00	851	£50.00	913	£50.00	972	£50.00
784	£90.00	853	£50.00	914	£50.00	973	£50.00
785	£50.00	854	£50.00	915	£50.00	974	£10.00
786	£50.00	855	£50.00	916	£50.00		
787	£50.00	856	£50.00	917	£50.00	<b>Total</b>	<b>£18,909.38</b>
788	£50.00	857	£50.00	918	£50.00		
790	£50.00	858	£50.00	919	£50.00		
792	£50.00	859	£50.00	920	£50.00		
793	£50.00	860	£50.00	921	£50.00		
794	£50.00	861	£50.00	922	£50.00		
795	£50.00	862	£50.00	923	£50.00		
796	£50.25	863	£50.00	924	£10.00		
797	£50.00	866	£50.00	925	£10.00		
798	£50.00	867	£50.00	926	£60.00		
799	£50.00	868	£50.00	927	£50.00		
800	£10.00	869	£50.00	928	£50.00		
801	£53.50	870	£50.00	929	£50.00		
802	£50.00	871	£50.00	930	£10.00		
803	£50.00	872	£50.00	931	£50.00		
804	£50.00	873	£50.00	932	£50.00		
805	£50.00	874	£50.00	933	£50.00		
806	£50.00	875	£50.00	934	£50.00		
808	£50.00	876	£50.00	935	£50.00		
810	£50.00	877	£50.00	936	£50.00		
811	£50.00	878	£50.00	937	£50.00		
812	£50.00	879	£50.00	938	£50.00		
813	£50.00	880	£50.00	939	£50.00		
815	£50.00	881	£50.00	940	£50.00		
816	£60.00	882	£50.00	941	£50.00		
817	£50.00	883	£20.00	942	£50.00		
818	£50.00	884	£50.00	943	£50.00		
819	£50.00	885	£50.00	944	£50.00		
820	£80.00	886	£50.00	945	£50.00		
821	£50.00	887	£50.00	946	£50.00		
822	£50.00	888	£50.00	947	£10.00		
823	£50.00	889	£50.00	948	£50.00		
824	£50.00	890	£10.00	949	£50.00		
825	£50.00	891	£10.00	950	£30.00		
828	£50.00	892	£50.00	952	£50.00		
829	£50.00	893	£60.00	953	£50.00		
831	£50.00	894	£10.00	954	£50.00		
832	£50.00	895	£10.00	955	£50.00		
833	£50.00	896	£10.00	956	£50.00		
836	£50.00	897	£10.00	957	£50.00		
837	£50.00	898	£50.00	958	£10.00		
838	£50.00	899	£50.00	959	£50.00		
839	£50.00	900	£50.00	960	£50.00		
840	£50.00	901	£50.00	961	£50.00		
841	£50.00	903	£50.00	962	£50.00		
842	£50.00	904	£50.00	963	£50.00		
843	£50.00	905	£50.00	964	£50.00		
844	£50.00	906	£50.00	965	£50.00		
845	£50.00	907	£50.00	966	£50.00		
846	£50.00	908	£50.00	967	£50.00		
847	£50.00	909	£50.00	968	£50.00		
848	£50.00	910	£50.00	969	£60.00		
849	£50.00	911	£10.00	970	£50.00		
850	£50.00	912	£10.00	971	£50.00		

## **Minutes of the Annual General Meeting on Wednesday 28<sup>th</sup> March 2007**

### **Members**

Mrs Benning took the chair: Mr Carter was absent, all other committee members were present, with a further 17 society members in attendance.

### **Minutes**

Mr Parr asked that the previous minutes of the AGM were amended to read that he had asked if improvements to houses covered all properties, as some houses did not have R C D units, or new type consumer units fitted. Mrs Benning explained that if someone reports a problem, then we have to carry out the work that is needed to bring the property up to standard.

Minutes of the previous AGM were then confirmed and signed. Proposed by Mr Gatlen and seconded by Mrs Goodwin.

### **Matters Arising**

There were no matters arising from the previous minutes.

### **Chairman's Report**

The chairman commenced by saying that we had achieved our aim financially, and Ross Mee would be giving his report shortly.

It will soon be law that any landlord holding a bond has to safeguard the amount through a deposit or insurance scheme. We are doing this through the National Landlords Association at a cost of £84.50 for the five year period per bond.

We have found it necessary to use a health and safety consultant, Mr Robin Nye, to advise us and carry out safety checks, as we do not have the in depth knowledge required. But Mr Nye was impressed with the work that the secretary had already done.

We are continuing our policy of replacing exterior doors in the painting programme, and will continue in 2007.

You may be aware that some tenants have had bogus callers; you will be informed by the secretary, prior to any work being carried out on your property, if contractors will be calling.

On empty properties we now remove any trees found to be diseased, damaged or likely to cause a problem to the house. We also take down sheds, lean to's and garages. If left, they become the responsibility of Anchor Tenants and this would be an added cost to the estate in future maintenance.

Mrs Benning continued by informing the meeting of Succession of Tenancy. By law, a person has no right to a second succession of tenancy e.g. if a tenant dies the surviving spouse/partner or relative can take on the tenancy. This is the first succession of tenancy. Should there be a relative residing at the property they would have no right of occupation on the death of that tenant, as this is classed as the second succession of tenancy.

The committee of the day would have to decide whether or not to grant a new tenancy to that person. This would mean bringing the property up to date and a new rent being set. We have consulted our solicitors on this, and a letter regarding succession of tenancy is on file in the office should anyone wish to see it.

Mrs Benning finished her report by saying that she hoped that people had noticed the foyer as they came in. The walls have been newly plastered and decorated, some old photographs of the

estate have been put up, and also a clock outside the front door, this has replaced the original one that some of the members may remember.

This concluded the chairman's report which was proposed by Mrs Gaten and seconded by Mr C Newcombe.

## **Result of the Ballot**

The results were:

Mrs J Benning	284
Mr M Carter	150
Mr M Potterton	133
Mr A Ridgway	285

As there were two positions to fill, Mrs Benning and Mr Ridgway were invited to join the committee.

Mrs Benning thanked everyone that had voted, and also thanked Mr Gaten and Mr L Pierce for acting as scrutineers.

## **Auditor's Report**

Mr Mee began his report by saying that there had been no rent increase, but empty properties had generated more revenue, once they had been re-let on an increased rent. This had raised £3,000 and the hall rental a further £5,000. Management expenses had gone up, this was due to increased hours, but most other expenses had stayed much the same.

Continual repairs and maintenance of properties had taken up most of the budget; there was a small surplus of £770.00 after tax. Mr Mee concluded that the money in the bank gives the Estate a comfort zone for any unforeseen expense that may occur, and that the Estate is in a very satisfactory position.

Mr Gaten asked if the lighting bill had increased, or does it cover other things. Mr Mee explained that the increase cost was due to previous estimate billing, which had now been read and paid to date. This concluded Mr Mee's report.

Mrs Gaten proposed the accounts were accepted as a true record and Mrs Newcombe seconded this. Mr C Newcombe then proposed the re-election of Godkin & Co Ltd as auditors for the coming year; this was seconded by Mr Gaten.

## **Arbitrators**

Mrs Benning said that as no one had submitted any names, the committee would appoint the arbitrators for the coming year.

## **Remuneration of Committee**

Mr C Newcombe proposed that the committee fee be increased to £2.00 per meeting; this was seconded by Mr A Newcombe.

## **General Business**

Mr C Newcombe asked if the nursery in Laburnum Road was still being used, the chairman informed him that rent was still being paid.

Mrs Gaten asked if names of people who had passed away during the year could be read out before the minute's silence.

Mrs Goodwin wanted to know if the sale of the United Reformed Church was any nearer. Mrs Benning said that we were not involved directly with the sale, but we had heard that it was progressing, and hopefully will be completed soon. Mrs Osborne added that we had written to the church asking if they could tidy up the grounds as they were in a terrible state, as yet nothing has been done.

Mrs Newcombe brought up the terrible state of the land in Lilac Avenue, and voiced her opinion that if it was at the bottom of a committee person's garden then something would be done. Mrs Benning informed the meeting that the committee had spent many hours discussing what the land could be used for, but each suggestion i.e. caravan storage, car parking, memorial garden, had been met by opposition from some tenants. She asked that if anyone had any suggestions, then could they please let the committee know. Mr C Newcombe asked if we could build bungalows for tenants who would like to move from a house. This had been raised several times before, but as explained the Estate would have to take out a loan to cover building costs. There would have to be a rent increase to cover the loan, the committee felt that the tenants would not be prepared to do this.

Mrs Cook suggested that garages should be put on the land, Mr Newcombe suggested allotments, Mrs Goodwin said that it should be cleared regularly, Mrs Benning again asked for ideas.

Mrs Newcombe said that the land known as the nursery in Laburnum Road is also overgrown. Mrs Benning informed the meeting that the present tenant would have to leave it as it had been found.

Mr M Potterton suggested a children's play area on the estate, Mrs Vernon also agreed that this would be a good idea.

Mrs Goodwin pointed out that she already has problems with children gathering outside her house.

Mrs Cook stated that she thinks that it is terrible that her grandchildren can not be made shareholders as their parents do not live on the estate. Mrs Benning explained that there is a long housing list, so it was decided that only children of current tenants could be made shareholders.

Mrs Newcombe said that there are a lot of names on the list who would never accept a house.

Mrs Proud suggested that if they refuse a certain amount of times then they should be taken off the list.

Mr A Newcombe brought up the question of succession of tenancy; Mrs Goodwin said that all tenants should be made aware of this. Mrs Benning stated that tenants could be informed in a newsletter if it was felt necessary.

Mr A Newcombe also brought to the attention of the meeting that the estate had left a flue liner in his chimney, and the estate had refused to fit a chimney pot. Mrs Benning said that this was standard practice, but it would be looked into.

Mrs Cook informed the meeting that she was still having problems with people banging the gates when leaving the backway. It was suggested that a "Please do not bang Gates" sign be put up.

Mrs Benning went on to thank Mr E Gaten and Mr L Pierce for acting as election scrutineers.

This concluded the business of the meeting and Mrs Benning thanked the members for their attendance before declaring the meeting closed at 8.10pm