

# BAKERS MILL COMMUNITY ASSOCIATION

Annual General Meeting  
held on  
2<sup>nd</sup> December 2015 at 7.00 pm  
at the VEC RST

## DRAFT MINUTES

Attendance:

Apologies Received:

Lee Prentice (Chairman)	BC	Richard Robins	
Peter Philpott	BC	Keith Nash	DHM
Jo De Boos	DHM	Ian Stuart	BC
Glen and Rebecca Mansbridge	DHM	Anne Offord	BC
Cheryl Prentice	BC	Ian and Sophie Simmonds	DHM
Phil and Sandra Orford	DHM	Chris and Leslie Goodwin	BC
Pam Lipton	DHM	Ken and Lyn Chamberlain	DHM
Ronnie and Sandra Hall	DHM	Sue and Mel Hobbs	DHM
Pat Duke (x 2)	DHM		
Margaret Boswell	BC		
Deanna and George Joannou	DHM		
Sarah Huggins	DHM		
Barry and Chris Hyland	DHM		
Steve Poulland	BC		
Anne and Mike Mullond	DHM		
Sally Wood	DHM		
Joan Crawford	DHM		
R. Scully	BC		
George Clark and Sheryl Kenyon	DHM		
Jules Willis	DHM		

In total 28 residents attended the meeting.

**1. Apologies**

Apologies were noted.

**2. Confirmation of the Minutes of the AGM held on 28<sup>th</sup> November 2014**

The minutes of the AGM held on 28<sup>th</sup> November 2014 were AGREED.  
Proposed: Rebecca Mansbridge                      Seconded: Peter Philpott

**3. Overview from the Chair of the BMCA Committee (Lee Prentice)**

The Chairman, Lee Prentice (LP), gave a summary of the work undertaken by the committee over the last year and the challenges ahead.

He thanked the committee for their work during the year and introduced them to the meeting. Ian Stuart, has resigned as he is leaving the estate. As chairman of the grounds sub-committee he has done an excellent job and Phil Orford will give the report in his place. Thanks to Sophie and Ian Simmonds and Keith Nash for their contribution this year; they have stood down from the committee due to personal reasons. Glen Mansbridge is standing down as chairman of the social sub-committee

but will be continuing as Treasurer and membership secretary.

There are some long-standing issues that are still to be addressed, including:

- Neighbourhood Watch: liaison with BMCA had been through Gareth Cole who has moved away from the estate.
- S106 monies: Babergh BC has been looking at how the S106 monies from the development could be spent and Gareth Cole had been the link person with the working group. The agreement stipulates the money must be spent on public transport, and was originally to be spent on a rail halt by the level crossing.
- River Stour Trust (RST): The committee is in discussion with the RST regarding the Mill Race and the problems incurred when the RST cuts down/prunes the trees and reeds each year. The debris flows into the Mill Race and the residents pay for it to be cleared to ensure that the culvert is kept clear. The committee had suggested to the RST that a grill be put in place during the cutting season (a few days each year) but this had been rejected as they do not wish the culvert (under the road) to be blocked, even for a short time. The committee will continue to work with the RST to resolve this matter so the financial burden does not fall solely on the residents.
- Homes & Watson (H&W): H&W are now in their second year and the committee is pleased with the working relationship that has developed. H&W could have undertaken more comprehensive due diligence when they made the decision to take on the development as it has a number of complexities and they are still working through a number of issues.

#### **4. Reports from the Chairman of the three sub-committees:**

##### **(i) Leasehold Sub-Committee (Peter Philpott)**

Peter Philpott (PP) updated the meeting on the work of the sub-committee:

- Double Yellow Lines: After a number of years, these are finally in place. They had originally been requested as refuse lorries could not access the bins in Bakers Court because of parked cars. This had resulted in rubbish being removed privately at a cost to residents. Recently, there has been regular contact with community officers regarding cars that have persistently parked on the yellow lines.
- Barratt Homes (BH):
  - The variance to leases had been agreed and costs paid for by BH.
  - Sale of freehold: BH had made two errors when sending out the notice of sale so this matter is still ongoing. Discussions are taking place to clarify who is responsible for the culvert which runs under the estate; there is no reference to it on the map which accompanies the leases, or in writing.
  - Homes and Watson (H&W): When H&W took over as the management company they identified that BH owed money going back to when the development was first built. BH has indicated that they are happy to pay but would like evidence from OM that the money is still outstanding. The committee and H&W will continue to pursue this matter.
  - Flat roofs above the stairwells in Bakers Court – this issue still has to be resolved satisfactorily.

The Chairman emphasised that the committee looks to build positive relationships with all our contractors and particularly with Barratt Homes, so that we can ensure problems are resolved satisfactorily and without recourse to legal action which we can't afford.

Other issues:

- The apartments will be undergoing internal re-decoration; this has already started in some blocks.
- Parking in Meadow Court: Hash lines have helped with parking; however residents park across the entrance to Meadow Court which causes problems for refuse and delivery vehicles to manoeuvre in and out.

**(ii) Grounds Sub-Committee (Phil Orford)**

Phil Orford (PO) reported on the work of the Grounds Sub-Committee.

Our contractors are IDC Greenscapes. The grounds need a considerable amount of investment and a lot of time has been spent over the past year looking at what improvements can be made to ensure they continue to flourish.

- Composting, feeding and infill planting.
- Play Area: the swing frame has been removed as it was out of alignment and very expensive to repair. The area has been reseeded and the two remaining pieces of play equipment have had safety bark laid.
- It is planned to prune the scrub trees bordering the river plus canopy lifting where needed to generally improve river views.
- A big project going forward is to establish a wild flower area. The sub-committee will be taking advice from Suffolk Wildlife Trust as wild flower areas are notoriously difficult to get right and to sustain and there will therefore be a trial area planted in the spring. A special licence is required from the Environment Agency to spray the nettle growth so some timescales may need to be adjusted. The intention is to establish a combination of formal gardens and wild flower areas which will enhance the surrounding countryside. A very generous donation has been received from a household which will contribute to funding the wild flower project.
- Mill Race: There is a considerable cost to residents to keeping the Mill Race clear, which is undertaken by Green Blue Marine in a regular basis. In the past, a number of residents have volunteered and helped clear the pond but there are health and safety and insurance implications to continuing with this approach. As previously mentioned the committee is working with Barratt Homes to clarify responsibility for the culvert and once we have the answers we can move forward. In the meantime, the committee will consult with residents on what they want to see in the Mill Race.

The committee currently has three sub-committees and has recognised that H&W need managing more closely. A working party has been formed to ensure we have clarity on the finances and take advantage of money saving opportunities. The Chairman emphasised that whilst some resident associations fold due to lack of commitment, BMCA is committed to continue to work with and influence H&W on behalf of the residents.

**(iii) Social Sub-Committee (Glen Mansbridge)**

Glen Mansbridge (GM) reported back on the work of the sub-committee since the last AGM:

Christmas quiz in December 2014, Spring quiz night, Winter quiz night and MacMillan Coffee morning.

The Picnic on the Green was cancelled at short notice due to bad weather.

Glen thanked the members of the sub-committee for their hard work over the past year – Ronnie and Sandra Hall; Chris Hyland; Rebecca Mansbridge; Jo De Boos; and

Sandra Orford for devising the quiz night questions.

Glen confirmed that he had decided to stand down as chairman of the sub-committee and Ronnie Hall thanked Glen for his time and commitment and for doing a magnificent job on behalf of the residents.

Jules Willis offered to take on the role of social sub-committee chairman and the committee and meeting agreed.

**5. Report from the Treasurer and to approve the BMCA annual accounts for 2014/15 (Glen Mansbridge)**

The finance year for the accounts runs from October to September and as at 30<sup>th</sup> September 2015 there was £2,280.80 in the bank. This includes contributions from Friends of Bakers Mill, which has raised £1,295 including, as mentioned earlier, a generous donation from a household of £1,000, which has been passed to H&W to be used on the grounds, such as planting the wild flower meadow.

Expenditure has included purchasing a new external noticeboard sited at the entrance to Bakers Mill at a cost of under £100. Lobbies in Meadow Court and Bakers Court that did not have internal noticeboards, now have them.

Glen asked the meeting whether the website was used and confirmed that it will continue to be updated.

H&W are asked to send out a Welcome Pack to new residents; however, those that rented their property may not receive the pack direct. GM to contact H&W to suggest that Welcome Packs are sent direct to residents.

**6. Election of Members to the Committee.**

The Chairman read out the from the nomination papers received from Sally Wood and Rebecca Mansbridge.

Sally Wood – proposed by Jo De Boos and seconded by Cheryl Prentice  
Rebecca Mansbridge – proposed by Jo De Boos and seconded by Chris Hyland

The Chairman welcomed the new committee members and also Jules Willis, as the new social sub-committee chairman, who would be co-opted on to the committee as she had not been through the formal nomination process.

**7. Any Other Business**

Some issues were raised by residents:

- Refuse collection in Meadow Court: Refuse is sometimes only collected every two weeks as the Council will not empty the recycling bin (blue bin) when it contains mixed waste. The committee would try to resolve this issue.
- Yellow lines outside 81,82 and 83 should have been removed. Glen Mansbridge had been advised that a works order had been raised so will follow up.
- Bridge/Footpath: The anglers trustees had recently changed their minds on the proposals put forward by Babergh. Phil Orford will contact Babergh for an update on this issue.
- S106 Monies: The exhibition held by Babergh in September on public transport had not been well attended by residents. However, it had not been widely publicised by Babergh and there had been no mention of the S106 monies relating to the development in any correspondence. It would be extremely disappointing if this money was returned to Barratt Homes.
- Constitution: The Chairman suggested that the constitution be reviewed  
(i) To look at the number of committee members, perhaps reducing the number by two and co-opting members where necessary, and

(ii) Changing the timing of the AGM, i.e. moving it to late spring/summer and combining it with a social event to encourage more people to attend.

The Chairman assured the meeting that there would be no change without consultation with residents.

The meeting closed at 8.35pm. The Chairman thanked everyone for attending and for the continued support of the committee and residents. Refreshments provided by members of the social sub-committee would now be available.