**All Saints Co-Operative**

**Reconvened**

**General Meeting**

**20th August 2019**

**At 7pm in the community room**

**1:Present**

|  |  |
| --- | --- |
| Simon Cawte (Chair)  Carly Rhodes (Vice Chair)  Peter Canning (Committee Member)  June Draisey (Committee Member)  Terry Bourke (Committee Member)  Vera King  Mary Cooper  Vince Cooper  James Martin  Rowena Clewlow | Kamila Klidzia (Staff)  Tiree Campbell (Staff) |

**2: Apologies**

None

**3: Minutes of the last meeting**

These minutes of the meeting dated 16th April 2019 were proposed by CR, Seconded by TB and approved by all

**4: Managers Report**

Lifts – FK to contact the Councils lift section. Maintenance contractor has recently changed so may have caused some delays. TC to email FK with details tomorrow and if no action by Friday, draft an email for SC to send to Kim Caddy MP.

Current contractors Precision advised that lifts need replacing due to difficulties with sourcing parts required.

Some residents did not receive their parking applications – TC to call all who haven’t returned forms and re-issue as required.

CCTV discussed with locations to be agreed, new signage purchased and new cameras to better assist with fly tipping and anti-social behaviour issues.

**Finance:**

Block maintenance is overspent by £186.03 – this is due to the electricity bill coming in.

Estate maintenance is under spent by £1005.19, we are conscious of potential works required in bad weather so are keeping a close eye on this area of spending.

Staffing costs are underspent by £1119.83 mainly due to no spending on recruitment or training so far.

Management costs are underspent by £1046.84 however many costs in this area are annual fees which are to be accounted/accrued.

Overall there are no items of concern across the budget.

***Overall, we have a surplus of £2985.83 the end of June 2019.***

Tenant costs are underspent by £940.49 due to essential works only being carried out. Again we are aware that we generally have more jobs coming in during the colder months so are monitoring this and ensuring there are funds available when needed however no improvements are currently being planned.

**5 Adoption of audited accounts**

KK presented the accounts reporting an overall surplus of £7706.

The Committee asked for all documents to be circulated by email and for further information on the reserve funds and how they can be spent.

**6. Auditor appointment for 20/21**

KK reported back that the performance by Simpson Wreford Partnership was very good for this financial year with reports completed on time and in order, KK therefore recommended the meeting re-appoint SWP for the upcoming year.

This was proposed by PC and seconded by SC, all were in favour.

**7. Nomination of Management Committee**

Nominations were received from Simon Cawte, Peter Canning, Carly Rhodes, June Draisey, Gillian Burns, Sandra Besson, Yetunde Adneyin, Terry Bourke and Vince Cooper.

All were voted in unanimously.

**8. AOB**

Thanks were expressed to Simon Cawte for his hard work as Chair and also to the Staff and Committee Members.

Meeting closed at 19:45