

# **Minutes of Lynwood Road Residents' Association Annual General Meeting**

**Tuesday 25<sup>th</sup> March 2025**

Directors: Nigel Filby (Chair, NF), David Holland (Director, DH); Mark Watson (Director, MW)  
Apologies for absence were received from Jane Hopkinson (Director, JH), Andrew Mitcham (Director, AM)

**The Meeting started at 7.30pm; approx. 15 residents attended**

## **1. Directors and Acceptance of the 2024 AGM Minutes**

- a. NF introduced the directors attending and passed on apologies for Jane Hopkinson & Andrew Mitcham who were unable to attend.
- b. David Holland, Jane Hopkinson and Mark Watson had all volunteered to become directors at the last AGM and had been appointed as directors on 17<sup>th</sup> April 2024.
- c. Subash Tavares had moved away and resigned on 17<sup>th</sup> April 2024. The directors would like to record their thanks for Subash's work as a director over many years.
- d. Minutes of the 2024 AGM had been distributed to the meeting and are published on the LRRR website ([www.lynwoodroad.info](http://www.lynwoodroad.info)). Acceptance of the 2024 AGM Minutes was proposed and agreed.

## **2. Chairman and Directors' Annual Report**

NF reported on work carried out over the year.

- a. Surface water drains: repairs to pipe work, root cutting & drain surrounds completed in spring 2024 as identified by CCTV survey.
- b. Trees & hedging:
  - i) Oak trees in the Square were sprayed against Oak Processionary Moth
  - ii) Removal of dead birch trees in the Square
  - iii) Cutting back & height reduction of trees and hedging in Wessex Close & Bourne Close.
- c. Speed control: New 15 mph speed limit sign installed on roundabout at entrance to estate
- d. Roadway repairs: No work on roadways undertaken over past 12 months
- e. Bank accounts: DH reported on the set-up of new bank accounts to ensure all funds are covered by FSCS protection and to improve interest earned as follows:
  - i) Cambridge & Counties Bank, 1 year Fixed Bond £80,000 at 5.10%
  - ii) Hampshire Trust Bank, Easy Access SME Saver £53,000 variable rate 4.12% - 3.87%
  - iii) This left approx. £12,000 in Santander Business Savings Account.
- f. Lynwoodroad.info Website: MW reported that we had looked at various options from 'self-build' and rebuild using the existing contractor (Gigabits). We had decided to adopt Gigabits' proposal to move the website off Drupal to improve security and ease of maintenance, whilst retaining Gigabits to maintain the site. This provided us with security of service and had realised 40% saving in costs.

## **3. Financial Report and Rent Charge**

NF Reported:

- a. Summary Accounts for 2023-24 are posted on the website and a summary of estimated expenses for 2024-25 with budget and Rentcharge proposed was distributed to the meeting. Full accounts are available on request.
- b. Rentcharge arrears at 25 March is just £150 from one house (compared to a total of £658 in 2024) and payments are being made by the owner of that house.
- c. The expenses summary for 2024-25 with budget for 2025-26 showed:
  - i) 2024-25 expenditure estimated at £24,000; approx. £3,000 under budget
  - ii) Interest received & accrued increased to £3,816 due to new bank accounts
  - iii) Reserves increased to approx. £149,000.

## **Minutes of Lynwood Road Residents' Association Annual General Meeting**

**Tuesday 25<sup>th</sup> March 2025**

- d. Budget and Rentcharge for 2025-26:
  - i) Proposed Budget of £25,750 (£27,050 last year)
  - ii) Rent Charge of £230 per house (£260 last year) less £10 prompt payment discount. An alternative of £240 with £20 discount was discussed and whilst this would encourage prompt payment it would penalise those unable to pay the full amount and need to pay in instalments.

### **4. Formal Votes**

- a. Acceptance of the annual accounts was proposed and agreed by the meeting.

### **5. Discussion Points**

- a. Work to be done on the estate:
  - i) Further repairs to block paving are required around some drain inspection covers and a depression in Wessex Close will be assessed for repair.
  - ii) The SLOW & STOP signage on the roads may need to be refreshed.
  - iii) Refurbishment and re-planting of the roundabout at the entrance to the estate and possible re-painting of the pillars.
  - iv) Survey of Oak Trees in the Square and any further tree-surgeon work required.
- b. Estate gardening and road cleaning:
  - i) The Board will look at alternative quotes for the road cleaning & gardening service to improve the look of the estate;
  - ii) Reducing hedging and overhanging tree in Bourne Close and trim hedges around gates in Wessex Close to improve sightlines.
- c. Security and Neighbourhood Watch:
  - i) NF stated that there have been no reports of crime on the Lynwood Estate from Surrey Police.
  - ii) Brightness of the street lighting was discussed – our lights dim at about midnight. There is no evidence that reduced lighting increases crime and lights in surrounding adopted roads go off at approx. 1am.
- d. Traffic and parking issues: the Board will look into options to increase parking provision.

### **6. Any other business**

- i) It was suggested the gates in Wessex Close should have springs to close. NF explained that this had been planned last year but it would require replacement of the gates and the gateposts.
- ii) Some gardens on the estate are not being well maintained and it was agreed that residents should be reminded of the covenants in the Title Deeds including not to allow any gardens to become untidy.
- iii) It was confirmed that temporarily placing waste skips on driveways is allowed but these should not be left in place for an extended period (e.g. no more than 4 weeks).
- iv) One owner identified a clause in the deeds for their property restricting planting within 1.5m of the boundary. NF was not aware of this and undertook to see if this applies to all properties.
- v) Social event - suggestions for such an event are invited.
- vi) The meeting recorded thanks to the directors for managing the Estate. It was confirmed that remuneration of directors was considered some years ago but rejected by a vote of residents.

### **7. Date of Next Meeting**

- a. It was agreed that the next meeting would take place in late March 2026; date to be confirmed.

There being no further business the meeting closed at approximately 21:30 hours.