

**Associação de Proprietários da Quinta da Encosta Velha APQEV)
(Quinta da Encosta Velha Owners Association [OA])**

**Minutes of Annual General Assembly of Members
19th May 2019**

The Studio, Cannon Street, Birmingham

Attendance and apologies

45 members (including 29 Registered Members) attended and apologies were received from a further 61 Registered Members.

1. Welcome and Introduction

Ken Edis Chairman of the General Assembly Board welcomed those attending and noted the apologies received.

The Chairman pointed out to the Assembly that he had been their Chairman at every Members Assembly since the Association was formed ten years ago. He suggested therefore that it was time for him, now approaching his 75th Birthday, to stand down after the next AGM to make way for the election of a new and younger Chairperson.

2. Management Board and Committee Reports

Tim Cooke, Chairman of the Management Board, referred to his written report and commented on developments in some specific areas including: the re-tendering of the internet contract aimed at improving resilience and providing real-time alerts; the imminent installation of a new irrigation 'smart meter' system that will highlight any leaks; the progress made by the Finance Committee in reducing the number of non-payers; the increase in the number of properties changing hands in the past year; the exterior painting project scheduled to start in late 2020 and the responsibilities of owners with regard to the exterior of their property; the invaluable IT support provided to the OA by Matt Kallaur, son-in-law of a QEV owner; the newly-introduced mechanism for owners to provide feedback and suggestions on OA activities and services; and the situation regarding the communal assets at QEV (see Minute 6 below). Finally he reminded members that new Board and

Committee members are always needed and encouraged anyone interested to contact him (mbchairman@qevoa.co.uk).

3. Annual Accounts for the year to 31st December 2018

The annual accounts for 2018 had been circulated to all members in advance of the meeting.

The Treasurer, John Mullin, explained aspects of the accounts and spoke briefly about the basis on which they had been prepared. He explained that he is awaiting confirmation of the OA's not-for-profit status, which will obviate the need to submit accounts to Financas.

He explained the current position on late payers and non-payers and the way in which provision had been made in the accounts for them. The Finance Committee has had further success in securing payment from some defaulting owners and will continue to press the others, taking legal action in selected cases. The non-payers are now at the lowest that the OA has seen since taking over the running of the site in August 2014. A prudent approach to non-payers will continue.

The Chairman of the Fiscal Board, Roy Dinsmore, confirmed that he had reviewed the draft accounts and that they represented appropriate activities of the OA. His questions regarding the treatment of legal fees for pursuing non-payers and in relation to the communal assets had been answered satisfactorily.

The Chairman proposed the resolution: "That the Annual Accounts for the year to 31st December 2018 be approved."

The resolution was passed unanimously (For: 673.5 including 432.7 proxy votes; Against: 0; Abstentions: 0).

4. Approval of annual budget and membership fees 2020

The draft budget for 2020 and accompanying explanatory notes had been circulated to all members in advance of the meeting.

The Treasurer explained that, as this is likely to be the only General Meeting in 2019,
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members were being asked to approve the budget for 2020 subject to a variance of $\pm 10\%$. Should the variance exceed of the approved budget, re-approval will be sought.

The Chairman proposed the resolution: "That the budget for 2020 $\pm 10\%$ be approved."

The resolution was passed unanimously (For: 673.5 including 432.7 proxy votes; Against: 0; Abstentions: 0).

The proposal made by the Chairman of the Finance Committee, Alan Midgley, that the following membership fees for 2020 should be approved was carried unanimously by those present and, after the addition of proxy votes, by a total of 673.5 votes with no votes against and no abstentions:

1 or more outright properties	*£40
1 Quarter Fraction	£20
2 Quarter Fractions	£30
4 Quarter Fractions	*£40
1 Twelfth Fraction	£10
2 Twelfth Fractions	£20
3 Twelfth Fractions	£30

*Maximum from any one owner

5. Membership of Boards

The Chairman reminded members that the OA Articles & Rules state that members may not serve more than two consecutive 3-year terms on the Management Board. Therefore members should anticipate that from time to time some Board members will retire or change roles and new young blood will be needed to maintain the high standards we have all come to expect at QEV. As a consequence, we are constantly on the lookout for new volunteers to support the running of the OA and the QEV site.

The Chairman reported that three casual Board vacancies had been filled since the last AGM. Those fulfilling those roles were Christine Howell - General Assembly Board Secretary, Roy Dinsmore – Fiscal Board Chairman, and Geoff Solomons – Management Board Fractional Representative. As there is only one candidate now standing for election

