

THE WATERWAYS MANAGEMENT COMPANY LIMITED

(Limited by Guarantee: registration number 396841)

MINUTES OF RE-ARRANGED ANNUAL GENERAL MEETING

held at

St Margaret's Institute Community Centre Hall
30 Polstead Road, Oxford, OX2 6TN

On

Tuesday 20 January 2009 at 8:00pm

The meeting was opened and adjourned at 8pm as the required quorum of members had not been reached with only 16 members present. The meeting recommenced at 8.20 with no formal company business taking place until after 8.30 (thirty minutes after the opening of the meeting, in accordance with the Waterways Management Company's Memorandum and Articles of Association)

1. Apologies for absence were received from directors Mr J Lapin and Mr S Matthews.
2. The Minutes from the Annual General Meeting 2007 were unanimously approved following the addition of a missing date of the minutes (returned to and approved following item 3 on the agenda).
3. The Chairman of the Management Committee provided a detail report on the committee and company activities of the year.
4. The Certified Accounts of the Company for the year ended 30 April 2008 (issued to all members 29 October 2008) were received and a report was given by Ms M Bird on behalf of the Treasurer of the Management Committee. There were general discussions between the directors and the members in relation to additional items of maintenance expenditure including tree works, roof repairs. Also a query was made in relation to the extent of building warranty insurance coverage and the Managing Agent advised of the numerous and differing levels of insurance cover at the development.
5. Critchleys Chartered Accountants were unanimously re-appointed as Independent Auditors to the Company and the Management Committee were authorised to fix their remuneration.

6. Thanks were given to those who had retired during the year and those who were retiring from the Management Committee: Mr R Dorey, Mrs W Scott, Mr J Lapin and Mr A Muneer.
7. Mrs D Crocombe, Mrs L Robertson, Mr N Sampson were unanimously re-appointed as directors to sit on the management committee.
8. Setting the maximum level of annual funding to the Waterways Residents Association. Mr M Thompson corrected a reference at paragraph 1.6 in the paper enclosed with the meeting agenda in relation to the level of Oxford Citizens Housing Association (OCHA) funding provided to the Waterways Residents' Association last year. The sum quoted should have read £274, not £775, which equated to just over £2 per OCHA property.

The maximum level of annual funding to the Waterways Residents Association was firstly voted upon at the higher level of £1200. Following an open vote from members present and 10 proxies received the results were as follows:-

For – 22 Votes
Against – 3 Votes
Abstain – 1 Vote

The special resolution was passed with 84.61% of the members agreeing to funding of up to £1200 under the conditions set down on the paper.

9. The recommended strategy for the Community Meeting Room (circulated with notice of AGM 21 November 2008) was presented by Mr M Thompson.

Following a general discussion on the matter an open vote from members present and 10 proxies received the results were as follows:-

For – 23 Votes
Against – 2 Votes
Abstain – 1 Vote

The special resolution was passed with 88.46% of the members agreeing with the recommended strategy.

10. The motion “that communal aerials within any given Apartment Block can be upgraded subject to that Block being canvassed by the appointed managing agent. The decision shall be considered to be agreed when members within the given block express, in writing, more views in favour than against” was discussed.

Following a general discussion on the matter, an open vote from members present and 10 proxies resulted in a unanimous agreement of the proposed motion.

11. No matters were raised from the Annual General Meeting 2007
12. A discussion took place in relation to community responsibilities with regard to rubbish bin collection. This included the proposal of a circular about guidelines of where to store refuse bins potentially through a proposed good neighbours guide. Also concerns were raised about litter levels around the development.
13. Time was becoming short by agenda item 13 so the Chair proposed to discuss the following issues relating to roads and parking in the following priority order:
 - i. the ongoing problem of parking on Elizabeth Jennings Way;
 - ii. the noise pollution caused by brickwork embedded in road surface
 - ii. the adoption of roads at Stone Meadow
14. The meeting closed at 10pm

Peverel OM Limited Secretary
21 January 2009