

## **THE WATERWAYS MANAGEMENT COMPANY LIMITED**

(Limited by Guarantee: registration number 396841)

### **MINUTES OF ANNUAL GENERAL MEETING**

Held at

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

On

15th December 2009 at 7.45pm

Original AGM of 1<sup>st</sup> December 2009 was adjourned until a later date due to an insufficient number of members being present to allow the meeting to continue; a quorum of 40 members was required.

#### **Present**

7 Paid Members Present

1 New Member in attendance but membership hadn't been completed

Chris Attwater – Senior Property Manager for Peverel OM

County Councillor J Fookes

A number of proxies were received with no objection to the proposed resolutions

The meeting opened 7.45 by Mr M Thompson, the required quorum wasn't present and the meeting adjourned for 30 minutes in accordance with Memorandum and Articles of Association. The meeting was reconvened at 8.15.

#### **1. To receive apologies for absence (from Directors only)**

Apologies for absence were received from Mr S Matthews, Mr N Sampson, Mr N Robinson, Mrs M Bird, Mrs D Crocombe

#### **2. To approve the Minutes from the Annual General Meeting 2008**

The minutes were formally agreed with no comments or discussion required

#### **3. To receive the report of the Chairman of the Management Committee**

The Chairman's Report was taken as read as it had been presented to all members present at the informal meeting which followed the adjourned AGM from 1<sup>st</sup> December

#### **4. To receive the Certified Accounts of the Company for the year ended 30 April 2009 (issued to all members 29 October 2009) and the report of the Treasurer of the Management Committee**

The Certified Accounts were received and Treasurer's Report taken as read as it had been presented to all members present at the informal meeting which followed the adjourned AGM from 1<sup>st</sup> December

**5. To appoint Critchleys Chartered Accountants as Independent Auditors to the Company and to authorise the Management Committee to fix their remuneration**

Critchleys were reappointed as Auditors and the Management Committee were authorised to fix their remuneration.

**6. To appoint Directors to the Company, to sit on the Management Committee**

Mr Thompson advised that Mr S Matthews had decided to retire from the committee and offered thanks for his contribution

Papers had been issued to all members with statements from members who wished to stand for election as follows

Mrs M Bird, Mr P Higgins, Mr M Thompson and Mr N Robinson stood for re-election due to requirement to retire every two years with the opportunity to stand for re-election

Mrs P Reynolds and Mrs R Stremme stood for election following co-option during 2009

Mrs M Levy and Mr D Summers stood for election as new members of the committee

All nominees were put to one vote with all members present and proxies in favour. There are now 11 members on the Management Committee but Mr M Thompson appealed for more committee members

**7. Matters arising from the Annual General Meeting 2008**

There were no matters arising from the Annual General Meeting 2008

**8. To consider a report about reported problems with a gas flue in one of the apartments, which may be applicable to other apartments**

No further discussion was required as this item was discussed at previous informal residents meeting which took place following adjourned AGM from 1<sup>st</sup> December (due to the number of members present not reaching the required quorum AGM).

**9. To consider a report about the practice of train drivers to sound their horns in the vicinity of the Waterways and whether any action should be taken to seek to curb the practice.**

No further discussion was required as this item was discussed at previous informal residents meeting which took place following adjourned AGM from 1<sup>st</sup> December (due to the number of members present not reaching the required quorum AGM).

The Meeting Closed at 8.30

*There was a brief post meeting discussion about ways to encourage attendance and to change the quorum required for the meeting to take place first time round. The timing of the AGM was also discussed with a suggestion received to potentially to move it away from the busy Christmas period.*