

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

23rd April 2013 at 7.30pm

Present

37 Members Present

Neil Taylor – Regional Manager – OM Property Management

Rebecca Hill – Senior Property Manager – OM Property Management

The meeting opened at 19.50 by the Chairman - M Thompson.

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

There were no apologies received

2. To approve the minutes from the 5th AGM held on 3rd April 2012

No amendments were necessary. Minutes approved by a show of hands.

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

The Chairman's report (previously circulated to member on 8th April 2013) was received with no comments or discussion required.

4. To receive the Certified Accounts of the Company for the year ended 30th April 2012 (Issued to all members 30th October 2012) and the report of the Treasurer of the Management Committee

The Certified accounts and Treasurer's Report was received.

An amendment to the Treasurers report (previously circulated to member on 8th April 2013) concerning the reserve fund contribution totals was made. Amended copies of the Treasurers report were made available at the meeting.

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

The Treasurer advised that a re-tendering exercise had been carried out regarding the appointment of Auditors.

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

It was announced that M French, R Doyle, S Doyle and N Robinson had resigned as Directors through the course of the year. A vote of thanks was given for their hard work and commitment during their terms as directors.

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

- Mrs T Chou

N Orme and L Robertson stood for re-election as directors due to the requirement to retire every two years with the opportunity to stand for re-election. S Duncan stood for election after being co-opted as a Director during the year.

All nominees were put to one vote with all members present in favour.

It was noted that 4 places on the Board of Directors remain vacant and that any expressions of interest from members would be welcomed.

7. To consider amendments to the resolution to provide support to the Waterways Residents Association (WRA)

Support to the WRA had been authorised in a previous AGM. A total of 3 changes were proposed to this resolution:

- a) Currently the resolution states that the Management Company *should* provide an annual grant. The proposed amendment changes the wording to the Management Company *may* provide an annual grant.
- b) The WRA have recently changed their name to WRACIC (Waterways Residents Association Community Interest Company) therefore it was proposed to reflect this amendment in the resolution.
- c) Currently the resolution states that WRA are required to provide a set of audited annual accounts and a report to WMC showing how the grant has been spent. It is proposed that this is changed to require the WRA to submit a statement at the end of their financial year showing how funds have been spent.

After discussion, all three amendments were put to one vote, with the motion being passed by a majority show of hands.

8. Matters arising from the minutes from the 5th AGM held on 3rd April 2012

There were no matters arising

Meeting closed at 20.38

A vote of thanks was received from the floor to M Thompson and all other WMC directors for their hard work.