

**MINUTES OF THE DARRAS HALL ESTATE COMMITTEE
MONTHLY GENERAL MEETING
HELD ON MONDAY, 14 JANUARY 2019
AT 19:00 HOURS IN THE ESTATE OFFICE**

Present: Mr A Mate (Chairman)
Mr D Brown
Mr A Gilchrist
Mrs S Jaidka
Mrs S Hill
Mr A Pile
Mr J Scott
Mrs C Thompson
Mr A Tucker
Mr M Welford
Mr I White
Mr G Wright

1. Apologies for Absence:

Apologies for absence were received from Mr A Malhotra.

2. Minutes of Previous Meeting:

The Minutes of the previous meeting held on Monday 03 December 2018 were signed as correct.

3. Matters Arising from Minutes of Previous Meeting:

There were no matters arising.

4. Planning Applications:

Please refer to Plans minutes.

5. Financial Report:

The financial report was circulated by Mrs Duffy.

Mrs Duffy has 166 outstanding rents from 2018, however there are still 18 owing for 2 years which are now going to be issued with Court summons.

Mrs Duffy also pointed out that the accounts are all within budget. She then informed the Committee that at present any planning fees which have been paid but the permission has expired, are held in the Plans money budget. Mrs Duffy

was concerned that we may have an obligation to refund the money to applicants. Mr Mate pointed out that our fee is all inclusive and, regardless of whether applicants carry out the work in question, we have no obligation to refund them. However, it was decided that when the Accountants come in to do the audit next week, the technicalities would be clarified with them.

6. Letters Received and Any Other Business:

6.1 Sub-Committee Reports

6.1.1 Highways and Environmental

Mr White had nothing to report

6.1.2 Land and Property

Mr Pile had nothing to report but asked Mrs Ireland to check with our tree surgeon regarding his start date for Bridlepath works.

6.1.3. Airport Representative

Nothing to report .

33a Darras Road

Mrs Woodall commented that the owner of the above address has erected a very large shed in his garden which does not comply with Byelaws. The owner has been informed that a Breach of Covenant will be recorded.

Search Administration Fee

Mrs Woodall told the Committee that the office is experiencing more and more follow up queries from solicitors after they have carried out a Darras Hall Estate Search. This is taking up a large amount of man hours and she felt it necessary to implement an administration charge. Following a brief discussion it was agreed that a fee of £20 would be charged for solicitors own questions. Notice of this will be placed on our website together with an update of our Search results form.

Byelaws Update

Mr Brown is still working towards his target date with regards to updating the Byelaws.

Dog Waste Bag Dispenser Stations

Mr Gilchrist pointed out that these were often empty and felt that we should purchase more per month in order to keep these filled up. It was agreed that more would be ordered.

8. **Date & Time of Next Meeting:**

Monday, 11 February 2019 at 19:00 hours in the Estate Office

Meeting Closed:

20:40hours