



Summary of the Meeting of the Directors of CMMC held on Tuesday 16th January 2020

The purpose of these notes is to help keep residents informed of matters being dealt with by CMMC on behalf of the residents. Please do not hesitate to contact board@cholseymeadows.org should you require any further information.

Present, CMMC: Liz Irving (LI) Carol Chaplin (CC), Fiona Horsfall (FH), Richard McDonnell (RMD), Martyn Griffiths (MRG)

Present, First Port (FP): Neil Taylor (NT), Hayley Downey (HD)

Also present: Helen Savery for the purpose of taking minutes.

Apologies, Denise Worthington (DW), Matt Griffiths (MG), Chris Phillips (CP), George Kurchey (GK), Sean McLaughlin (SM) Chris Brotherton (CB)

Budget and Accounts

The independent audit on the 2017/2018 accounts is being done. The 2018/2019 accounts cannot be finalised until this has been completed.

The current year is under budget to date.

General Update

- First Port are awaiting a date for the Tree Survey to be done.
- Missed bin collections are being monitored – residents should report a missed bin collection within 24 hours to allow the Council to request Biffa to come back to empty it.
- A bike store check is to be carried out and unused bikes are to be removed. Information will be provided on this prior to the check being carried out. A long time period will be involved to allow residents who may be on holiday or who travel with work will have time to respond.
- Five trees are due to be replaced under the Tree Preservation Orders affecting the development. Full details of when and what trees will be planted will be put on the website and social media.

Parking at Rotherfield Road

A proposal dealing with this situation has been agreed by Directors. Formal correspondence will be sent by First Port to all residents confirming what/when any implementations will take place.

New working party

The Board of Directors have agreed that a working party be implemented to work towards producing a document which details the set up and management of the development. The aim would be that information could be passed on in the event that a new managing agent took over to allow a smooth take over.

CMMC meeting frequency

The Board of Directors will now meet formally every two months. An interim phone/email meeting will take place between First Port and the Board and a monthly budget update will be provided.

Should you require any further information on these notes then please do not hesitate to email board@cholseymeadows.org.

The next Directors meeting will take place on Thursday 26th March 2020