



Summary of the Meeting of the Directors of CMMC held on 14th March 2024.

Present: CMMC Directors: Bruce Schofield (BC), Matt Griffiths (MG),, Richard McDonnell (RMD), Zak Lee-Green (ZLG), Supporting: Nick Shanagher (NS). First Port Representative: Alicia Macfarlane (FP)

Apologies: Catherine Else (CE)

Manager's Report

- 5 ways junction - FP to raise report with Vistry at senior level as contractor appointed by us disagrees that work is carried out to correct spec.
- Parking markers/spaces - board to identify any additional parking areas available on site which could be marked out at same time as space numbering project.
- Wooden edging replacement - FP to continue seeking advice on best possible replacement options. Potentially need multiple options for different areas depending on load and what is currently around the area. Board very clear that wood is not a suitable replacement.
- Bin/Bike stores - awaiting quotes
- FP replacing existing system for dealing with queries from residents. Request to see list of queries generated. FP unable to do this currently and may be able to do this in future.
- SOHA request to use one of the empty bike stores for their residents. Board agrees in principal and to draw up agreement.
- Replacing port outside Woodward - will need watering in dry spells or risk of same issue. Consider hardy plants that can tolerate variety of conditions. JDrew to suggest.
- Pest control contract - review current contract and look at alternative options. FP (Chris) advised could cancel and review. FP (Alice) today advises strongly against this and board agreed need to keep in place.
- Annual drain clean - FP to confirm completed.
- Plants replacement - Board agrees a large plant replacement project will be required to replace box hedges and other areas where plants have died back or been damaged. Advice to be sought from JDrew and suitable replacements to be considered. Aim to replace gradually over next 12-24 months with plants that will fit within character of estate and easy to care for.
- CCDT charge sent to residents by FP with misleading wording causing confusion. Charge is correct and should be labelled as 'CCDT annual charge'.
- Fences - a number of fences on perimeter of estate have fallen or failing in strong winds. Board to assess and plan repairs.

