

**Minutes of the 61st Annual General Meeting
of the Chalfont Heights Estate, and
AGM of Chalfont Heights Roads Committee Ltd.**

**Held at the Parish Church Hall, Chalfont St Peter
at 19.30 on Friday 9th March, 2018**

Present:

38 residents (representing 30 properties)

Members present: P Gourd, G Eykyn, K Quilter, T Ansell, A Marchetti

Member apologies: J Pegler, J Garnham, M Simmons, J McGowan

Residents' apologies: Jean Meakin, Carol and Robin Scott, Penny Earnshaw, Julia and Andy Winter, Bruce Allen, Granville and Maureen Camsey, Juliet and Gerry Brown

Welcome and apologies

The Chairman welcomed everyone to the AGM, and apologies were read out.

Minutes

The minutes of the 60th Annual General Meeting, held on Friday 17th March 2017, were submitted and unanimously approved.

Financial Report and Accounts – Keith Quilter (Treasurer)

The Treasurer referred to the annual report and accounts previously circulated to residents. He said there was an issue of some residents not paying their subscriptions on time, either because they were away, had forgotten, or the property had been sold. Much of the accumulated funds would be disbursed this year – the roads maintenance programme was detailed in the annual report.

Acceptance of the Financial Report and Accounts was proposed by Terry Ansell, seconded by John Williams, and passed unanimously.

Chairman's Report – Peter Gourd

The Chairman referred to his written report in the document already circulated, adding that having previously stepped down from the role of Chairman, Jonathan Pegler had now decided to step down from the Committee as well. Peter Gourd reminded attendees that the Committee needed new recruits. He said some people had come forward to serve – one of them is Mike Bird, who has lived in Chalfont Heights since 1996. Mike is semi-retired, and helps at the Chalfont Community College. He lives at Birchwood, Lincoln Road.

Other volunteers to join the Committee were Jim and Jane Greaves of Pembroke Lodge, Upway. Mr & Mrs Greaves, who are both architects, will join the Planning Sub-Committee. Jim is a senior partner in Hopkins Architects, a leading practice; while Jane practises locally in Buckinghamshire.

Peter Gourd thanked Terry Ansell for his many years of service as architectural adviser to the Committee. Terry was applauded for his contribution.

Committee Reports

Communications – George Eykyn

George referred to the written report circulated. Around 85% of residents subscribed to the CHRC emails about the Estate and a similar number opt to receive planning notifications and Neighbourhood Watch alerts.

With new “GDPR” data protection regulations coming into force in May 2018, he said the Committee was assessing its privacy policy, and would be complying with the tighter legislation which places greater emphasis on active consent from those whose personal data is collected, stored and processed. In practice CHRC only needed to collect a very limited set of data relating to each property and its occupants. The advent of GDPR coincided with a need to refresh and update contact details for residents, and so this would be combined with drawing their attention to the new Privacy Policy, and seeking the more detailed explicit consents needed. George asked for volunteers to help conduct the necessary survey and consent consultation around the Estate; several people kindly volunteered.

Development and Planning – Peter Gourd

Peter reported progress of the 18 development projects on the books at start of 2017, and the 8 new proposals received during the year. At one property the development fee was yet to be agreed, and given that considerable time had elapsed Peter said the Committee had sought formal mediation to resolve the issue, a precursor to potential legal action.

Roads – Mark Simmons

Mark had intended to be at the AGM but because he was unavoidably detained by work in London the meeting’s attention was drawn to his written report, which also set out the planned road resurfacing and maintenance work for 2018-19.

Trees, Islands, Verges & Gates – Jonathan Pegler

In addition to Jonathan’s extensive written report, the Chairman noted that some residents had expressed concern about metal railings being erected at the front of some properties. He said that naked metal railings were not conducive to the established character of the Estate, and the Committee encouraged residents to plant a natural hedge as well, to screen the railings from view. He said in cases where a resident refused to plant a hedge, the Committee would exercise its right, as the legal owner of the verges in the Estate, to plant on the verge in front of the metal railings.

Committee

Members of the Committee had put themselves forward for re-election as listed in the annual report. In addition, Jim & Jane Greaves and Mike Bird were also nominated. Attendees unanimously voted to elect members of the Committee and Directors of CHRC Ltd, as follows:

Peter Gourd, Chairman
Jasper Garnham
Keith Quilter
Jon McGowan
Ann Marchetti
Mark Simmons
George Eykyn
Jim Greaves
Jane Greaves
Mike Bird

Resolutions

Two resolutions were proposed for vote at the AGM:

Annual subscription to remain static at £300 (proposed by Jim Greaves; seconded by Keith Gupwell).
Motion passed unanimously.

No change at this stage to the formula used to calculate the basis of development fees (proposed by Jim Greaves; seconded by Jane Greaves).
Motion passed unanimously.

Other business

1. Mike Greaves raised the issue of gates. In 2015-16, he said, work and surveys had been done to research the possibility of having three gates. The proposal had been dropped, said Mike Greaves, when a council enforcement officer had told CHRC that if there were any restriction of the bridleway Directors would be held individually liable for reinstatement. However on a small private road towards the Golf Club, there was now a gate of the type previously considered for Chalfont Heights, with a 1.5m gap to one side for the bridleway. Mr Greaves considered this established a precedent, if the gates question arose again and the council legal officer's warning had to be considered. The Chairman said he doubted the gates issue would arise again in the foreseeable future. A vote had been conducted and the majority had not been sufficiently strong.

2. John Williams noted that there had not been a formal vote of thanks to Jonathan Pegler for his Chairmanship and years of contribution on the Committee. He proposed such a vote; it was seconded by Terry Ansell, and passed unanimously.

3. Bob Warrington of Sandy Rise asked for concrete bollards at the edge of the road to protect the verge which had been damaged both by a council refuse vehicle and by people parking on it. He estimated a whole foot of verge had been lost. The Chairman said the Committee was in touch with the council and was taking steps to get a solution. This included asking the council to use its smaller refuse truck for Sandy Rise as it already does for Lewis Lane.

4. Anne Eykyn asked were there plans to erect CCTV cameras on the other entrances to the Estate, Woodside Hill and Lower Chiltern Hill. George Eykyn replied that there were no such plans at present.

5. Steve Clark asked to for the names of any residents not paying the annual subscriptions or development fees to be published. Peter Gourd responded that this would not be appropriate.

6. Mike Greaves asked what was happening with Silvanus, a property on Woodside Hill which had been in a half-demolished state for many months. Peter Gourd said he had been in contact with the owner of the property, who had assured him he had every intention of completing the work on the house. The Committee did not have a mandate to intervene further.

7. Jim Ballantyne proposed a formal vote of thanks to the Roads Committee, which was passed.

The Chairman then closed the meeting.