

Channels, Broomfield, Chelmsford CM3 3PT
EGM held on 25th May 2021 via Zoom
The meeting commenced at 6.00pm

Present: Marie Wakeling (MW) – Senior Property Manager, Remus
Neil OConnor (NO) – Regional Manager, Remus
Andrew Wright (AW) – Director of CCMC
Michael Eve (ME) - Director of CCMC
Kwex Nwachukwu (KN) - Director of CCMC
35 Members of CCMC

Item	
1	<p>Proxies</p> <p>No Proxies were received</p>
2	<p>Introduction</p> <p>NO introduced the 3 directors who would be chairing the meeting, and MW who was taking notes of the meeting. AW sent apologies from the 4th director who would be attending the meeting but not speaking. It was confirmed that as many questions would be answered after each section as possible, any unable to be answered would be posted on the website and answered in due course. AW confirmed that after each section a poll would appear on everyone’s screen and anyone who has already voted and wished to change their vote could do so. Nothing needed to be done if members wish to keep their votes the same. AW confirmed the meeting will be recorded for accuracy of minutes.</p>
3	<p>Agree the Service Charge Budget</p> <p>AW advised that this is the budget set for the communal land to be managed by residents/Management Company which homeowners must contribute towards. The Site Wide Service Charge Budget is for the site wide land of Channels and is charged within the normal service charge budget. Budgets must be paid as per TP1 Agreements signed upon purchasing a property. The budget run from 1st July for 12 months and is billed twice a year. Once the year end has finished, the year end accounts are produced and funds will either be refunded to homeowners, or more funds collected. This budget for July 2021-June 2022 has had to be set with no 2020-year accounts having been finalized, due to issues with POD the previous agent. The new proposed budget is slightly lower than the current service charge year budget. This is due to things such as the main fountain having had a timer installed to turn it off overnight, saving money on electricity. The budget includes the Site Wide estimated budget set by Ptarmigan; however, this cost may change but this is not something Remus or CCMC have control over. Therefore, we have based this charge on their latest proposed budget.</p> <p>The gardening maintenance was increased in last years budget to meet the new gardening spec drawn up by Bellway to ensure we meet planning regulations; this has been kept the same this year.</p> <p>Questions</p>

	<ul style="list-style-type: none"> • How can we ensure the service charge does not increase? We cannot ensure this for Site Wide however with the CCMC budget the expenditure and budget is reviewed closely to contain the costs to try and prevent it increasing. • Can we challenge SW charges? Directors have already and a refund has been given previously from this. Currently the directors will do this on behalf of members however when the community interest company sets up, anyone can become a member and therefore can be queried easier and directly. Directors challenged the new budget in February 2021 with SW and the new proposed fee is a lot lower than it was originally set for. • What is the period we must maintain the CCMC land in accordance to planning? As far as we are aware this will always be in place for things such as the new fences etc. • The Service charge was a lot less in 2016? This is because Bellway wanted to sell the houses. The first time the budget was set at a correct level was the current year's budget • Have Remus chased Service Charge debtors? There used to be a lot of debt and no funds so contractors could not be paid, Remus have been chasing since January when they came on board and the debts have gone down a large amount. Remus continue to chase and take legal action where needed • Will SW charges reduce as more houses are built and sold? No as the developer currently pays voids on any properties being built/not sold. <p>ME comments that SW have £50,000 set aside for an outside gym, however the directors have asked that they use this to redo the areas needed first before thinking about a gym.</p> <p>The poll was posted on the screen for members to change their current votes if they wish.</p>
4	<p>To Keep Remus as Managing Agents</p> <p>KN advised Remus were appointed by the directors to help undertake the legal obligations of the development. Remus were appointed on an initial 6-month period which ends at the end of June 2021, and CCMC are looking to renew this for a further 12 months. Directors confirmed that Remus have helped resolve long ongoing issues with POD and DJC the previous agents including aged debtors and an outstanding contribution from Bellway of £5,000. This action itself is very commendable and a big step in the right direction of working with a great Managing Agent.</p> <p>Questions</p> <ul style="list-style-type: none"> • What happens if Remus are not re-appointed? The directors would have to go back and start the tender process again, this is a long process and directors see no reason to not renew, especially after the issues with previous agents. • If this is not passed would Remus stay on a rolling basis until new agents started or would there be a period without agents? Remus are contracted until the end of June, meaning only 1 month to find a new agent that could step in quickly as Remus did in December, but we want to avoid having to do this. If resolution was not approved, we would have to discuss with Remus if they could go on a monthly rolling contract until position was filled, however POD did not do this. • Did Remus play a role in the parking scheme? Remus did not entice us to put in place or who to use, they supported us as they should do as a managing agent. • Why has it been left so late for a resolution? Next time we will allow more time however with Remus being on a 6-month trial basis we did not have much time.

	<ul style="list-style-type: none"> • How long does it take to appoint a new agent? Remus could jump in quickly when they started as they had previously done all the tender process before POD took over, but if Remus do not hold position, then we would have to start the whole tender process again. • How do Remus prices compare to other agents? Very competitive. On the initial tenders a couple of year ago Remus were lower than some of the others and have kept their fees the same from then to now and for the new upcoming year. It helps with them being a local agent. <p>The poll was posted on the screen for members to change their current votes if they wish.</p>
5	<p>Grounds Contract to stay with Clifford's Group</p> <p>AW advised that POD went out to tender last year and put Clifford's Group in contract for 1 year from 1st March 2020. This has now been extended to 30th June 2021 to fall inline with the service charge budget. Remus went out to tender and came back with 4 valid tenders; these were reviewed, and Clifford's were the second cheapest. However, it is proposed to stay with Clifford's as they know the land so well and they have been working well with Remus. There were some issues with Olly struggling previously to work with the previous agents, but this is no longer the case. Directors feel he has done well so far on the development and is happy to speak to residents. He has also kept their prices the same for the new year. POD did not provide Clifford's with a legal contract; however, a robust contract will be put in place with a break clause to have a formal review in 6 months' time. It would make sense to have the same gardeners over the whole Channels estate, so all areas look in keeping with each other.</p> <p>Questions</p> <ul style="list-style-type: none"> • Why were Clifford's not appointed from day 1? They were and prior to Channel's development, Olly's family owned the golf course which Olly and his team also maintained. As soon as Bellway stopped the building and maintaining, they put Clifford's Group in place, and they were then carried over to DJC, POD and now Remus. Once Bellway undertook the very detailed specification to ensure we comply with planning regulations, Clifford's have adhered to this and there has been a significant improvement. Directors ensure this is adhered to. <p>The poll was posted on the screen for members to change their current votes if they wish.</p>
6	<p>Parking Regulations</p> <p>ME advised that Bellway put restrictive covenants in place, so the site looked nice to sell the properties, however this means we are now stuck with them. When a member complains to the directors about a breach of covenant they have to legally act. Directors acknowledge that parking permits proposal was a mistake, however, this was guidance given from the council, police, and highways so they asked PCM for a proposal, as they are already on site by the western mitigation area. PCM have maintained this area for at least 2 years, after POD changed from CPM to PCM, to allow access to the electrical substation.</p> <p>The new proposal is not for parking permits or restrictions apart from commercial vehicles and parking on areas such as soft landscape, junctions, and pavements. Parking permits are out of the question, and this is not what is being proposed.</p>

If the new proposal does not go through, they will have to follow the covenants and enforce, as otherwise we will be going against a legal binding document. To change the covenants this would be extremely expensive and could take years to process.

Commercial vehicles can be parked on a driveway just not in visitor bays or the road. Down Brassie Wood there are always vans and flat beds parked belonging to one resident who is breaking the rules. The point of regulations is to ensure the rules are not broken.

The new proposal will mean that any non-commercial vehicles can park on the road, if not on yellow lines, pavements, junctions etc. As many visitors can park on the road as residents wish. We are hoping that residents take the rules on board, and we do not have to enforce the rules with a parking company.

Anyone who does not listen to the polite requests, this is then reported to the directors who must act as they are legally obliged. If this is put into agreement, then anyone who breaches the covenants will pay for the legal fees rather than all homeowners having to pay large fees. This is a proposed regulation to stop costs being incurred.

This is for everyone's benefit, and no permits would be involved. Apologies if this has been miscommunicated. PCM have been on site for a long time for those worried about a third party

Questions

- Is this a which hunt to find the commercial van owner? Have you tried speaking to him? Yes, a few people have spoken to him a number of-times and asked the residents politely desist from it, but they have not agreed to change course.
- Different issues are on different areas of the development, but you are trying to put the same rules over the whole area. Most of the roads will be going to highways and these rules follow the highway code.
- How do we police if people do not play ball? We will start the legal process via Remus.
- When will roads be adopted? Probably not for another 12-18 months. This is an interim solution until roads are adopted. Once they are adopted, we have no control if parking patrol is put in place by the council or not. We want to get residents into good habits now.
- When the roads are adopted, will the covenants still be in place? Yes, but once adopted the breaking the rules will be illegal.
- Why are the roads so far away from being adopted? They have been inspected several times and the directors have had a lot of meetings with the council, highways, and Bellway. However, Bellway have remedials to undertake which have only just started this week.
- Will we have the same restrictions as Beaulieu Park? We do not know; however, they were just given permits and no choice. This could well happen when the train station is built.
- Will speed bumps be put in place? We do not know as we have not seen the plans, so we are unsure.

The poll was posted on the screen for members to change their current votes if they wish.

Meeting closed at 7.37pm