

## St. Mary's Island Residents' Association Limited

### NOTICE OF ANNUAL GENERAL MEETING 2014

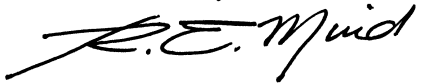
Notice is hereby given in accordance with the provisions of the Companies Acts that the Annual General Meeting of St. Mary's Island Residents' Association Limited will be held at 7:30p.m. on Friday 5<sup>th</sup> December 2014 in the Community Centre, Island Road West, St Mary's Island, Chatham Maritime, Kent ME4 3EP

### AGENDA

1. Apologies for absence.
2. To receive the Chairman's report.
3. To receive and adopt the financial statements of St. Mary's Island Residents' Association Limited for the year ended 31<sup>st</sup> March 2014.
4. To elect two Directors from nominations received and Directors retiring by rotation and to approve the appointment of Directors made since the last Annual General Meeting.
5. Any Other Business.
6. Invited guest speakers
  - Heather Kerswell (Interim CEO) of Chatham Maritime Trust majoring on the new Security contract.
  - Cllr. Andrew Mackness on general issues but majoring on Medway Towns Regeneration

Dated 27th day of October 2014

By Order of the Board



Dr Bob Muid  
Company Secretary

Registered Office: The Observatory, Brunel, Dock Road, Chatham Maritime , Kent ME4 4AF

Enclosures:

Chairman's Report

Minutes of the AGM held on the 29<sup>th</sup> November 2013

P&L Accounts for the year ended 31<sup>st</sup> March 2014

Note 1: A Member entitled to vote at the meeting is entitled to appoint a Proxy to attend and vote on their behalf. A Proxy need not be a Member of the Company. To be valid a Proxy Form must be lodged at the Registered Office not less than 48 hours before the time appointed for the meeting. A Proxy Nomination Form is obtainable from the Company's Registered Office or downloadable from the [www.smira.info](http://www.smira.info) website.

Note 2: Members wishing to nominate a Member to be appointed as a Director should give notice addressed to the Secretary of the Company at the Registered Office not less than 14 days prior to the date appointed for the meeting. The nominated Member must indicate his or her willingness to be appointed by filling in a consent form. A Director Nomination Form is obtainable from the Company's Registered Office or downloadable from the [www.smira.info](http://www.smira.info) website.

Note 3: Additional items to be raised under 'Any Other Business' must be notified in writing to the Secretary of the Company at the Registered Office not less than 14 days prior to the date appointed for the meeting.

# Chairman's Report

Dear Members,

## **New Security Arrangements:**

A very important and fundamental change this year has been the new arrangements for the security provided by Chatham Maritime Trust (CMT) for the whole of Chatham Maritime. Having served as a Trustee on the board of CMT for over five years, I have become acutely aware that the previous security arrangements provided, although meeting residents' expectations, were both financially unsustainable and beyond that required by CMT's operational objectives to secure only the land and holdings in their ownership. A working party of trustees, including a representative of SMIRA, was charged with coming up with a revised provision that could be delivered within a manageable but sustainable budget. I must admit that I feared the outcome, especially given the expectation that residents had understandably come to expect. However, I feel that what was proposed and is now being delivered for a 12 month trial period remains very satisfactory. I know that there is still a misunderstanding by residents of exactly what the new arrangements provide and that is why I have asked Heather Kerswell, the interim CEO of CMT, to focus on this aspect when delivering her presentation to us at the AGM.

## **Secondary Road Adoption:**

The ring road, Island Road East and West, is now adopted. Therefore any issues, with the exception of the verge side landscaping, (roads, footpath and lighting) should now be addressed to Medway Council. Adoption works have now commenced on the secondary roads of Sector 1 (Countryside) and Sector 5 (Barratt's). These works should be completed soon and the sectors adopted but, again, excluding the verge landscaping. Countryside Sectors 2, 4, 6 and 12 are the next to be addressed and these should be completed during 2015. Redrow are also discussing the adoption of their sector with the Council. SMIRA will continue to engage with the Council and the Island developers until all the built out secondary roads on the Island have been adopted.

## **Masterplan: Final Phase "Build-Out" of SMI:**

The Planning Application for the "Build Out" of SMI has received approval, subject to some reserved matters. We are anticipating that the works, which are extensive, will commence in spring 2015 and could take between 5 and 10 years to complete. Enabling works such as the construction of a new surface water outfall will commence sooner but SMIRA will be kept informed to mitigate disruption and inconvenience.

## **Street Fuel Ltd:**

After very considerable consultation with SMI residents and SMIRA in particular, the Environment Agency (E A) issued the re-cycling permit to Street Fuel Ltd operating adjacent to the boundary with the Island inside Chatham Docks. There have been a number of very unsatisfactory issues with this operation including a substantial increase in fly infestation during our lovely summer. In addition to the ongoing vigilance by the E.A., including running a number of fly paper tests in the homes of SMI resident's, the BBC South East News continue to take a vigorous interest and exchange information with SMIRA. SMIRA receive, as a matter of course, copies of the unannounced visits that the E.A. make to the site and it is felt that due process must be allowed to take its course. The Company are continuing to take corrective action on their non-compliances but, if over a reasonable period of time, they cannot meet the permit requirements, we have been assured by the E.A. that the permit will be withdrawn.

## **Footpath over Caisson under HMS Chatham Bridge:**

SMIRA continue to seek a solution to this aggravating situation. Unfortunately we are on difficult ground because we need Peel Ports, who own and are responsible for the caisson, to agree to issue a licence to allow pedestrian access across it again. Both the Trust and Medway Council are supportive of our position and will lobby Peel Ports along with us and, if successful, the Trust have agreed to consider helping to fund the construction of a walkway complete with hand rails on top of the caisson and insure for risks associated with the whole structure. If this fails then an alternative solution requiring an independent bespoke footbridge may be required.

## **In Summary:**

I hope that, like me, you feel that with each passing year our lovely Island becomes more of a community with our community centre, surgery and pharmacy at its hub. SMIRA is not just a body where residents can take up their particular issues and seek information but we work hard to embrace all stakeholders such as Medway Council, Chatham Maritime Trust, Countryside, Homes and Communities Agency, Kent Police, Arriva our School and Church that affect and embrace our lives both now and in the future. I want to thank all those stakeholders, both personally and on behalf SMIRA, for engaging with us in such a positive and constructive way and of course our Councillors who have been very pro-active again, resolving our issues, opening doors and opportunities and ward funding support.

Finally I want to thank the Directors and Officers, all volunteers, for their dedication and hard work throughout the year and I hope you agree with me that our lovely Island remains a pleasant and safe environment in which to work, play, bring up families and retire. Long may this continue.

**Our guest speakers this year are:**

- Heather Kerswell (Interim CEO) of Chatham Maritime Trust majoring on the new Security contract.
- Cllr. Andrew Mackness on general issues but majoring on Medway Towns Regeneration

This is your chance to hear and put questions to them and I would very much appreciate your attendance in support of the Board.

**David Taylor**  
**Chairman**

**November 2014**

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**Member's Notes:**

**ST MARY'S ISLAND RESIDENTS' ASSOCIATION LIMITED**  
**Minutes of the Annual General Meeting held at the Community Centre**  
**on Friday 29th November 2013 at 7:30pm**

The AGM was formally opened by David Taylor: Chair

Present: Directors: Leslie James, Allan Sneller, Steve Farrin, Keith Robinson, Simon Taylor and Barry Woolford.  
Secretary: Bob Muid

David Taylor and Bob Muid sit on Chatham Maritime Trust (CMT) as trustees representing SMIRA.

David reminded everyone that membership of SMIRA was free and that the organisation tries to represent all residents' interests so it's important that everyone who is eligible joins. We have over 700 members. David thanked everyone for their attendance and introduced the guests; Mark Reckless, MP for Rochester and Strood, David de Souza, of PCKO architects who are responsible for the final phase build-out masterplan, and Cllr Andrew Mackness who introduced Shina Olalekan, Regional Development Manager of Orbit Housing who will be managing the elderly assisted accommodation as part of the final build-out. David also welcomed Cllr Craig Mackinlay, our other River Ward councillor, Dean Marsh (Procurement Manager at CMT), our PCSO Sue Kemsley and Yusuf Çinar our Community Safety Officer.

- 1) Members: 44 members signed the register
- 2) Apologies for absence: none
- 3) Forms of Proxy: there were no Forms of Proxy returned.
- 4) Nominations for Director: there were no nominations for Directors received
- 5) Additional items to be raised under 'Any Other Business': none.

**6) Chairs Report:**

As there was a full agenda David Taylor directed everyone to the Chair's Report circulated with the AGM documents and kept the verbal report brief, highlighting the major items.

**Ring road adoption**

The ring road is now adopted and problems with the street lighting should be reported to the Council. The secondary will be adopted over the next two to three years. The Barratt Sector has been started as have some of the Countryside sectors. The Council has been and continues to be very supportive in achieving our objectives and negotiations on the secondary roads.

**Bus services:**

Keith Robinson has worked very hard on behalf of SMIRA with Arriva. We now have an additional bus stop near Tappan Drive and the introduction of a Saturday service which had been requested by residents. This service is subsidised by the Council on a one year only "use it or lose it" basis but is currently not being used enough.

**Street Fuel**

Because of SMIRA's positive engagement in the past with the Environment Agency (EA) regarding the wood chip incident, we now have a good working relationship with the EA and they keep us informed about what's going on in the docks. They informed us that Street Fuel Ltd. had applied for a permit to recycle waste materials and as a result of the residents making representations the application has been amended back to the original permit given to Nordic Recycling (removing 'black bag' waste). The permit has not been issued yet but when it is it will be conditional on regular monitoring by the EA. We were supported by our M.P. Mark Reckless, our ward councillors Andrew Mackness and Craig Mackinlay and CMT during the consultation process.

**7) Adoption of Accounts for Year-end 31st March 2013:** (circulated with the formal notice of the AGM)

There being no questions raised on the accounts a motion that the accounts be adopted was:

Proposed by: Andy Ward and Seconded by: Phillip Moffitt. The motion was unanimously carried.

**8) Election of Directors:** David Taylor advised that, in accordance with the constitution, one third of the Directors serving during the year, in this case two, were required to resign by rotation. This falls this year upon Simon Taylor and Keith Robinson. Sadly, because of increased business pressures Simon Taylor feels he can no longer serve as a Director. The members showed their appreciation of his service to date. As there were no nominations received from members for directors prior to the meeting David Taylor proposed the following motion:

- That Keith Robinson be re-elected as a director.

Proposed by: Andrew Ducat. Seconded by: Wendy Pinder. The motion was unanimously carried.

Carol Curness de Witty who was our treasurer has moved off the Island but Lily Leaver has agreed to become Treasurer and the attendees showed their appreciation.

There being no other business the AGM was formally closed.

David Taylor introduced Matthew, the Island pharmacist, who told the meeting that the pharmacy is now accepting electronic prescriptions from the doctors surgery and encouraged residents to sign up for the service.

Dean Marsh gave a brief description of what Chatham Maritime Trust are currently doing and what plans they have for the future. He also told everyone about the two estate walks planned for 2014 which will be on a Saturday, hopefully attracting more residents to join in. It is an opportunity for residents to show CMT what areas on the Island are of concern. In May 2014, the Whit bank holiday, CMT are looking at organising a food/drink/music festival to coincide with a visit from the Dunkirk Little Ships in Basin 1. It is also proposed to have dragon boat racing in Basin 2 on the Sunday.

There then followed presentations by:

Mark Reckless, MP for Rochester and Strood

David de Sousa, of PCKO Architects, responsible for the masterplan for the 'build-out' of SMI.

Andrew Mackness, one of our River Ward Councillors, who will be introducing Shina Olalekan, Regional Development Manager of Orbit Housing. They will be managing the Elderly Assisted accommodation proposed as part of the 'build-out' of SMI.

The meeting closed at 9:18pm.

# ST MARY'S ISLAND RESIDENTS ASSOCIATION LIMITED

## INCOME AND EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2014

	31.03.14	31.03.13
	£	£
<b>Income:</b>		
Funding from Chatham Maritime Trust	3,000	3,000
Grant from CMT (History Society)	-	250
Fundraising activities	-	-
Membership donations	90	80
Directors' Insurance	211	
	<hr/>	<hr/>
	3,301	3330
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<b>Expenditure:</b>		
AGM costs	725	325
Annual return fee	13	14
Stationery and office costs	170	255
Insurance	211	398
Accountancy	150	150
Meetings expenses	185	114
Newsletter	955	853
Donations	70	150
Sponsored event	-	12
Notice board & Signage	-	796
Website	372	24
Membership certificates	-	0
Historic Society ring-fenced	-	238
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	2,851	3330
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Net Surplus refundable to CMT	450	nil