



CHILMINGTON MANAGEMENT
ORGANISATION

Chilmington Management Organisation (CMO) Annual General Meeting (AGM)

12.09.24

For the Financial Year 2023 to 2024

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Director Attendees: Ben Lockwood (BL), Steve Bartlett (SJB), Neil Shorter (NS), Alison Breese (AB), Heather Hayward (HH), Alex Evans (AE)

1. Welcome and Introductions - Alison Breese

AB welcomed everyone to the meeting and introduced the directors. Local parish councillors introduced themselves too.

Apologies received from Holly Jarvis.

AB reminded everyone that responsibility of the Directors is as a member of the CMO board and not as a representative from their company, they are there to act in the best interests of the CMO.

Members were reminded of voting rules and the code of conduct for the meeting.

2. Appointment of resident director

Members had been invited to put nominations forward for the position of resident director. One application had been received from Steve Bartlett (SJB), therefore the vote was for his re-election for another three-year term.

3. Member vote - appointment of resident director

Board Directors vote:

- For = 4, unanimous (BL not yet arrived, SJB abstained)

Resident Members:

- For = 12
- Against = 1

Resolution was passed to reappoint SB as resident director

SJB was asked to explain about the role. As per the governing document, the appointment of resident director was initially voted on by the board, but now this vote goes to the membership. As time goes on there will be more resident directors as less developer directors until it is



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eventually a resident run organisation. SJB said he wanted to take on the role as he has always done a great deal of community service and now he is retired he has the time to give and feels he has useful operational experience to offer from his working life.

SJB explained his role is to be a director who is a resident rather than a delegate; meaning that he represents a view as a resident instead of gathering all the views of residents and bringing them to the board to represent them all. SJB said he tries to be mindful of what the wider resident population's view may be and his duty is to act in the best interests of the CMO. Residents were keen to be able to feed their views to SJB so he hears the opinions of others to help shape his own view.

Chair, Ben Lockwood joined the meeting

5. Approval of 2023 AGM minutes

6. Vote of 2023 AGM minutes

Board Directors:

- For = 6, unanimous

Resident Members

- For = 12
- Against = 0
- Abstentions = 3

Resolution was passed to approve 2023 AGM Minutes

4. Chairperson's report

This agenda item was delayed awaiting BL's arrival

BL expanded on some of the points in the report which was provided in the papers for the meeting.

- Community Cabin - BL clarified there is not a CMO staff member working from The Cabin at the moment. It is an intention for the future, but due to the level of occupations we are trying to limit expenditure, such as internet connection and any other running costs for The Cabin..CMO is always contactable by email.
- Levels of debt to the CMO have been reduced. Debt more than 12 months old was at £46k and now at £14k. These figures represent mostly historical debt being pursued. Some disagreements regarding debt have been taken to court and been found in the CMO's favour.
- Estate management contract ends in March 2025. Board has gone out to tender for the contract, submissions must be returned by 30 Sept. A number of residents expressed the view that RMG should not be considered in the selection process due to the general dissatisfaction with their performance. The Board confirmed they had



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included RMG in the tender process, and that all submissions would be looked at on their own merit, taking into consideration the increased performance requirements the Board would need to see evidenced.

- Question was raised as to how residents are contacted about CMO activities as a number felt they did not hear from the CMO. Maria Hadfield confirmed there had been door drops, email contact, and posts on the Facebook page. CMO only has email addresses of members and not all residents so their reach is limited in that regard.
- Residents are keen to have more resident directors, unfortunately the governing document dictates how quickly that can happen. An idea was raised to have a resident forum to enable more feedback to the CMO.
- BL said the CMO would love more feedback from residents, the AGM is a good start that hopefully can be built on.

Action: The board to consider a formalised mechanism for residents to feedback

Action: Residents to contact hello@CMO.org.uk to make sure they are on the mailing list.

7. Presentation of Company Accounts and Independent Examiners Report 23/24 – Presented by Ben Lockwood

BL clarified it was the Charitable accounts, not the Trust accounts being presented for votes. The Charitable accounts are principally for managing grants from developer funding, and other small grants, they do not account for the rent charge payments from the residents.

Questions about how the rent charges will change over the next few years were raised. The details of the rent charges were originally agreed in the planning stage. The model was broadly based on the rent charge tracking inflation.

Development of the site and occupation levels are not going at the pace they were planned so business forecasts have to be regularly adjusted for that.

CMO pays Ashford Borough Council to use two members of staff (Katy and Maria) to run the charity, currently both work part time for CMO. The Board took the decision to continue to pay the council for this service rather than take on the liability of employing staff directly for now.

8. Members Votes

Board Directors vote:

- For = 6, unanimous.

Resident Members vote:

- For = 18
- Against = 0
- Abstentions = 2



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Resolution was passed to approve 2023/24 Charitable Accounts

9. Appointment of External Examiner – Presented by Ben Lockwood

McCabe Ford Williams were proposed to continue as independent examiner.

10. Members Votes

Board Directors

- For = 6, unanimous

Resident Members

- For = 17
- Against = 0
- Abstentions = 2

Resolution was passed to reappoint McCabe Ford Williams as external examiner

11. Presentation of trust accounts - Maria Hadfield

Trust accounts do not need to be approved by the members. These accounts hold the rent charges. The money in the trust accounts is not used for day to day running of CMO, it is held on trust for future use for repair or replacement of the assets that the CMO is responsible for maintaining.

Questions were asked about the three types of rent charges and their purposes and BL explained. RCD1 is the charge for estate wide assets, for the benefit of all. RCD3 covers neighbourhood assets, that are considered specific to the local site and split into two schedules. Schedule one covers things such as incidental landscaping and unadopted visitor parking bays, Schedule two covers unadopted highways and parking courts. Schedule two is only paid by those plots who benefit from these areas. RCD3 is fixed 2025. RCD2 is only a fixed charge of one pound, this is the document that provides enforcement ability and also the opportunity to request RCD 1 is increased by up to 20% in 2030. CMO members will vote on any request to increase RCD1 above RPI at that time.

12. Close of formal meeting.

BL closed the formal AGM meeting.

13. Presentation, plans for 24/25 – Maria Hadfield, Interim Chief Executive

Cabin use



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Conversations about pros and cons of different ideas what the cabin could be used for:

- a childcare provision
- hot desking for workers
- slimming world/weight watchers clubs
- Coffee mornings, regular meet up for social groups

The meeting discussed the idea of a pre-school using the cabin during term time, school hours (9-3 mon-fri), as a tenant to both bring in regular income and provide a service to residents. This idea was met with mixed feelings. Concerns raised were:

- regular day time use of the cabin prohibits others' from using the space as it would need to be secured and couldn't be shared with other groups for safeguarding reasons
- Only provides a service for a small section of the demographic on the estate
- Parking and access issues

Hot desking for people working from home was a suggestion. Good internet connectivity would be essential.

There is currently a significant problem currently with accessing the cabin from different Chilmington locations and also the safety of the developing environment. BL reassured that these factors should be changing.

Questions raised about how RCD3 can be predicted year to year, residents would like to see this prediction. The official documentation can be complicated to understand. It is on the website but residents can contact Maria if they can't find it or need more information.

Strategic Applications

Katy Parr presented information provided by Faye Tomlinson who works in the Strategic Applications team at Ashford Borough Council. Faye could not make the meeting due to emergency work she had to attend to and sent her sincere apologies.

First issue - Play space, Chilmington Square. This should have been in place by now but still has not been delivered. It is the responsibility of Hodson developments as the lead developer. They say that the scheme set out is more expensive than the budget set out in Section 106. The council (ABC) are looking to see if funding is available from other sources. These discussions are ongoing.

Bus service - Hodsons have had discussions with Stagecoach about a peak hour only bus service, from Chilmington Gate. An agreement has not yet been reached.

Section 106 obligations. These are the funds that developers agree to provide for community assets and infrastructure. These funds are triggered to be released at certain occupancy levels. For the last four years, Hodson have sought to change the 106 agreement to delay the funding, and an appeal is yet to be heard. The council (ABC) intends to oppose the changes.



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Some examples of these changes are: To delay delivery of district centre (supermarkets etc) which should be triggered at 1250 occupancies, asking to delay to 2700. Community Hub from 1800 to two phases, 3200 and 4200 occupations. Leisure facilities from 1400 to 3500. Bus service from 100 to more than 2000 occupations.

This information has only just been made publishable, legally no one has been able to talk about it publicly until now. Full details have not yet been published but will be and ABC will make a statement in due course.

Residents asked if CMO could help them support the legal case against the appeal. Although CMO cannot be a campaigning voice for residents, it can point them in the right direction of who to speak to. Primarily residents should write to their MPs.