



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

Held at Chilmington Green School, Green Road, Ashford, TN23 3DL

at 7pm on 16 September 2026

---- DRAFT MINUTES ----

Director Attendees: Ben Lockwood (BL), Neil Shorter (NS), Alison Breese (AB), Alex Evans (AE)

Apologies: Steven Bartlett (SB)

In attendance: Maria Hadfield (MH), Katy Parr (KP), Joe Waller (JW), Joshua Edgar & Rachel Jenkins (Block Management UK)

Secretary: Sarah Osborne (SO)

1. Chairperson's Welcome and Introductions – Ben Lockwood

The meeting was declared quorate.

The Chair welcomed board members and observers, including JW, the incoming Business Support Manager for CMO, who will be taking over from MH.

BL presented the Chairperson's report as provided with the AGM papers. BL highlighted the challenges faced last year.

A key event was the Planning Inspectorate rejecting the proposal by Hodson Developments to amend the section 106 agreement. Since the judgement the developer went into administration, this is likely to affect payment of upcoming S106 defeats payments due to the CMO at 500 occupations. In light of this, Ashford Borough Council (ABC) agreed an advance to the CMO of £150,000 to ensure its financial security.

BL acknowledged that there may not be many properties built for the foreseeable future and this affects the income and financial sustainability of the CMO which the board has been monitoring and discussing. With the agreed advance from ABC, the board consider the CMO is still a going concern and will continue to work flexibly to adapt to the ongoing situation.

2. Approval of 2025 AGM minutes

The Chair presented the minutes to the meeting and welcomed any questions.

3. Members vote – approval of AGM minutes



Director Members: 4, unanimous

Resident Members:

- For = 7
- Against = 0
- Abstentions = 21

Resolution was passed to approve 2025 AGM Minutes

4. Presentation of Company Accounts and Independent Examiners Report 25/26 – Presented by Maria Hadfield

At the previous AGM, resident members requested more detail on the company accounts. MH therefore presented the accounts with more comprehensive financial breakdown and explanation. The slides presented will be available on the CMO website in the AGM section (<https://cmo.org.uk/annual-general-meeting/>).

To provide context for those who may be new members, MH summarised the following:

- The purpose of the AGM and the role of the members in approving the accounts to be a true record of the organisation's financial position
- The purpose of the CMO
- The responsibilities of the Board and duties of the Trustees/Directors
- The approved uses of CMO charity funds

MH explained the deficit of £29,966 and presented a breakdown of the associated expenditure.

MH mentioned that since the coffee shop has opened with the community cabin, the rental income has increased and therefore was decided to have the funds paid into the RCD account.

JW will be the first direct employee of the CMO which will affect the £60,000 currently paid to ABC for the two part-time roles, as MH will be stepping away.

The funding as stands is projected to last for five years so sustain the CMO.

Question: Is the money from ABC a loan, does it need to be paid back?

Answer: ABC will make an advance of £150k to CMO to cover the section 106 contribution owed to CMO at the next trigger of 500, that would have come from Hodgson Developments. ABC will then pursue the administrators for repayment of those funds. Residents would not be held responsible for repaying the money underwritten by ABC.

Question: If properties are purchased to rent out, is it the owner or occupier who is eligible to be a CMO voting member?



Answer: The governing document states it is the occupier, not the owner, with CMO membership and voting rights.

Question: What is the Board's risk management plan?

Answer: NS explained that the Board undertakes detailed financial planning, debating the various likely outcomes, and has made a judgement call based on the facts they know and assumptions they can make currently.

Action: The Board will consider making this year's financial plans available to members.

Question: What would the impact be for residents if the CMO became financially unsustainable?

Answer: The Planning Inspector in the 106 case confirmed that the CMO demonstrates a good model for stewardship management. There is not an expectation that the CMO will become unviable, so this outcome has not been modelled as such.

A member expressed frustration over feeling there is a lack of transparency relating to the administrators. BL explained that the CMO is only exposed to some discussions with the administrators as per the charity's legal remit, so does not have all the information residents would like to receive. The Board continues to share as much as is possible with the members.

MH stated the reserves at the end of the year, 31/03/2026, were £132,582

5. Members Vote for Company Accounts and Independent Examiners Report 25/26

Director members:

- For = 4

Resident members:

- For = 19
- Against = 7
- Abstentions = 3

Resolution was passed to approve 2025/26 Charitable Accounts

6. Appointment of External Examiner – Presented by Ben Lockwood

McCabe Ford Williams were proposed to continue as independent examiner.

7. Members Votes

Director members:

- For = 4

Resident members

- For = 23
- Abstentions = 6



Resolution was passed to reappoint McCabe Ford Williams as external examiner

8. Presentation of trust accounts and FAQ - Maria Hadfield

MH presented the income and expenditure in detail. There was a variance between budgeted costs and actual expenditure during the year as the original budget was based on a higher number of occupations on site.

A number of resident members raised questions about the cost and quality of landscaping. It was noted that although income was less than budgeted, the landscaping cost was higher than the budget.

JE, BMUK, responded explaining that currently the landscaping is through a contract with a third party. Taking such employees on directly by CMO has many additional costs and may not be cost effective at this point. The contract will be retendered once the next phase of landscaping has been handed over. Expected standards for the landscaping are in place and can be published on the CMO website. JE has made spot checks on the staff during the summer and is happy to visit again to see any areas residents are unhappy with.

It was acknowledged that there was confusion among residents about which areas of land is CMO managed and which is yet to be adopted. CMO can help residents identify which party is responsible for the land adjacent to their properties and use its contacts to facilitate dialogue between the various parties, to see if assistance could be available for land not covered by any active maintenance agreements. Plans are available to view on the CMO website in the Spaces section. (<https://cmo.org.uk?your-spaces/>)

Action: CMO to convey to administrators the importance for maintaining unadopted land.

One resident has been in contact with local MP Katie Lam to try and find support in addressing residents' concerns. This member also praised CMO for its openness during the AGM.

Question: Will we see an increase in reserves levels next year?

Answer: That depends on the occupation rates.

9. Close of formal meeting – Ben Lockwood

BL closed the formal AGM meeting.
