



## SIX MONTH REVIEW MAY 2015-OCTOBER 2015

Thursday 3 December 2015

### **AGENDA**

- Introduction, history & handover
- Achievements
- Financials
- Obligations, goals & commitments
- The future
- Any questions

## Milestones

2011-2013	
2011 February	Water Feature Action Group (WFAG) formed
2012	WF handover over to members of CPMCL but Persimmon (formerly Aria) retains CPMCL
2013	<ul style="list-style-type: none"> <li>Residents group demands handover of CPMCL to members</li> <li>Fighting fund created</li> </ul>

## Milestones

2014	
2014 April	CPMCL High Court action against a large number of members to rectify conveyancing discrepancies
	By signing new Deed, all charges up to 1 May 2014 waived & action withdrawn
September	368 new <b>identical</b> Deeds of Covenant
October	5 volunteer members became "interim directors" (IDDs)
	Water loss leads to shut down & remedials at Persimmon's expense

## Handover of CPMCL

2015	
<b>1 March</b>	CPMCL transferred to its members
	4 members appointed directors
	<ul style="list-style-type: none"> <li>£200,000+ Persimmon contribution transferred &amp; is held in reserve</li> <li>Freehold of WF transferred</li> </ul>
<b>June</b>	Directors challenge Persimmon claim that remedials completed
	"Green period"
<b>July</b>	CPMCL takes over management of the WF
<b>9 July</b>	New maintenance contractors appointed

## Achievements since June 2015

Task	Achievement
Persimmon completed the remedial work	In accordance with the terms of the Agreement between Persimmon & CPMCL
Brought Caroline Ansell on board	Stephen Lloyd had been particularly helpful throughout the handover process & transferred his role to Caroline after May 2015 election
Recovered wrongly charged maintenance charge	Charges were recovered after months of wrangling

## June 2015 v. 19 July 2015



## Summer-Autumn 2015

Period	Achievement
<b>July – Oct</b>	WF maintained & running
	Some minor works (eg lighting) are completed
	3 pumps replaced, asset register updated
<b>October</b>	Directors & contractor take advantage of the seasonal change-over
	<ul style="list-style-type: none"> <li>• Test &amp; measure utility usage to identify potential areas for cost reduction</li> <li>• Full day survey</li> <li>• Fountain heights reduced &amp; timers adjusted</li> </ul>
<b>OUTCOME</b>	<ul style="list-style-type: none"> <li>• Legs 1 &amp; 3 performing well</li> <li>• Leg 2 water usage is high</li> <li>• 50% filtration effective out of season = extension of pump life</li> </ul>
	WF restored to working order

## Achievements

Task	Achievement
Appoint local contractors to maintain the WF	Local contractors appointed to maintain the WF, to be invited to tender for the contract
Forge new contractor relationships leading to considerable savings	<ul style="list-style-type: none"> <li>Local electrical engineers carry out full electrical certification</li> <li>Local contractors carry out repairs to the paths, bridges, coping stones etc</li> </ul>

## Achievements

Focus	Achievement
<b>The O&amp;M Manual (aka "The Owners' Manual")</b>	Operations & Maintenance Manual externally evaluated & tender document prepared
<b>Lighting</b>	Path & in-pool lighting repaired
<b>Utilities</b>	Evaluated, measured & identified potential savings

## Achievements

Focus	Achievements
<b>Safety</b>	Repairs to loose bollard, lighting, coping stones, slip & trip hazards
	Non-slip “dots” to glass in-fills on bridges
	Path & in-pool lighting repairs & investigate under-bridge lighting over Legs 1 & 3
	Liaise with police (antisocial behaviour etc)
<b>Communication</b>	Monthly Members’ Bulletin
<b>Management meetings</b>	Monthly management & contractors’ meetings

## Achievements

Focus	Achievements
<b>Conveyancing</b>	Ensure to all new purchasers sign the correct Deed of Covenant
	With the assistance of Stephen Rimmer LLP, prepared Guidelines for Vendors & Purchasers. Available online <a href="http://www.waterfeature.eu">www.waterfeature.eu</a>
<b>Information Technology</b>	WF website maintained as a WF resource on behalf of CPMCL
	cpmcl.co.uk domain name & a personalised Mailbox <a href="mailto:directors@cpmcl.co.uk">directors@cpmcl.co.uk</a>

## Budget & Service Charge

2014-15 & 2015-16 Service Charge	
<b>2014-15 Budget</b>	<ul style="list-style-type: none"> <li>Accounts have now been delivered</li> <li>£84k balance carried forward</li> </ul>
<b>2015-16 Budget</b>	Developed in collaboration with Fell Reynolds (Managing Agents) & the <u>former</u> contractors
<b>2016-17 Budget</b>	CPMCL will have the benefit of more accurate figures

## Debtors (nowhere to hide)

Dealing with Debtors	
CPMCL will pursue debtors & retrieve every unpaid service charge & costs	Debt at mid-November was £9,500; down to £5k by 3 December 2015
Fell Reynolds	If demands ignored, they pass the case to debt collectors
Debt collectors	<ul style="list-style-type: none"> <li>Contact debtor</li> <li>Contact their bank/building society</li> <li>Take court proceedings</li> <li>Retrieve the monies owed in full &amp; all costs (no charge to CPMCL members)</li> </ul>
If the debtor attempts to sell the property	CPMCL's conveyancers will block the sale until the unpaid debt is cleared in full

## What are the plans for the future?

Focus	Goal
Utilities	Identify more ways reduce electricity & water usage
Discounts	Purchase larger quantities of chemicals & benefit from discounts
Seek low cost suppliers	Local contractors
	New WF contractors to be invited to tender
Management costs	Reduce management costs wherever possible
Debt	Reduce debt & pursue debtors

## Commitments to the members “Maximise benefits & minimise costs”

### Maintain an aesthetically pleasing, financially viable, facility & to minimise costs through:

<ul style="list-style-type: none"> <li>• Competitive tendering</li> <li>• Monitoring</li> <li>• Monitoring of all projected &amp; incurred expenditure</li> </ul>	<ul style="list-style-type: none"> <li>• Process started</li> <li>• Continuous monitoring</li> <li>• Weekly water tests</li> <li>• Costs stringently monitored</li> </ul>
<ul style="list-style-type: none"> <li>• Reviews of contractor performance</li> <li>• Balance provision of a good amenity against cost constraint</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly meeting</li> <li>• Since July 2015 the WF has been clean &amp; running smoothly</li> </ul>



Photo Competition winner  
©Carl Slezacek



CPMCL's Board of Directors

CPMCL's Board of Directors	
<p>The elected board currently comprises:</p> <ul style="list-style-type: none"> <li>• Christine Allan</li> <li>• Sandra Cheesman</li> <li>• Bruno DiLieto</li> <li>• Richard Moakes</li> </ul>	<p>The M&amp;As allow for seven directors. The board may co-opt directors between AGMs if there are volunteers</p>
<p>What each of us does:</p>	
Christine	Conveyancing & administration
Sandra	Management of current contractor & liaison with managing agents
Bruno	The figures & mechanics of running a WF
Richard	Liaison with managing agents & acts as a trouble-shooter (and plays a lot of golf)

## Succession Planning

In May 2015 CPMCL asked for volunteer directors

Role Description available upon request:

- Experience, contacts, skills and enthusiasm

One volunteer:

Sandra Cheesman

CPMCL is repeating its call to members to become directors of CPMCL

- **This is the members' opportunity to learn about CPMCL**
- **Volunteers needed now, so that in May/June 2016 they will be up to speed as a director**



# Questions