



Elsea Park Community Trust Annual General Meeting Minutes Wednesday 15th October 2025

Present:		
Michael Marren	MM	Owner Director (Chair)
Simon Free	SF	Owner Director (Vice Chair)
Peggy Kent	PK	Resident Director
Asif Mahmood	AMah	Owner Director
Nigel Eveleigh	NE	Bourne Town Council Representative
Paul Fellows	ST	SKDC Representative
Robert Anderson	RA	Streets Accountants
In attendance:		
Graeme Parrott	GP	Trust Manager
Bea Laidler	BL	Finance and Admin Officer
Emma Sturman	ES	Deputy Finance Officer

Meeting opened at: 19:00

1. Welcome & introductions

- 1.1 MM welcomed all residents to the meeting and thanked them for their attendance.
- 1.2 Apologies for absence had been received from Anna Machnik, Gary Thomas and resident Duncan Ashwell.
- 1.2 MM then welcomed the Directors and staff present at the meeting, introduced them to the residents attending.

2. Approval of the Minutes of the last AGM held on 16th October 2024 (Minutes are available on the website or on request from the Trust Office)

- 2.1 The minutes from the previous meeting were distributed at the meeting to the residents. MM asked if the minutes from the last AGM were accurate, could he please have a proposer and seconder.
- 2.2 Resident Kerry Eveleigh proposed that the minutes be accepted as an accurate record of the meeting held on 16th October 2024, the motion was seconded by resident Claire Kilday and carried unanimously.



3. Finance Report and Approval of Annual Accounts 2024/2025

3.1 The 2024/2025 Profit & Loss and Balance Sheet were distributed to the residents attending the meeting. GP asked if there were any questions.

3.2 Resident Sean Riches asked where the breakdown of income is listed. BL responded explaining that the accounts are a summary extract from the full set of accounts. The income is detailed within the accounts but it only contains up to 'Profit Before Taxation'.

3.3 Resident Keith Gatland proposed that the accounts are accepted as a true reflection of The Trust finances and resident Stuart Benjamin seconded the motion which was carried unanimously.

4 Appointment of Auditors

4.1 Resident Claire Kilday proposed that Streets Chartered Accountants should be reappointed as The Trust's auditors. This was seconded by resident Maureen Benjamin and the vote was carried unanimously.

4.2 Resident Aleksandar Karic asked what the auditors did. RA explained that his team takes all the financial information from the database and by carrying out certain checks, they ensure the accuracy and validity of the figures. The Financial Statements for the year are then created in accordance with the financial regulations before submitting them to Companies House.

5 Chairman's Report

5.1 GP prepared the Chairman's Report which will be available to view on The Trust's website and included the following;

5.2. Challenges

5.2.1 Environmental Issues

5.2.1.1 This year the area suffered a drought for which the bowser purchased last year was continuously used watering newly planted trees and hedges.

5.2.1.2 January saw a deluge of rain. The maintained attenuation ponds and water courses ensured that the development escaped flooding.



5.2.1.3 High winds blew trees down in Quayside East. The tree roots have outgrown their containers and are lifting the cobble sets. The Trust has removed the trees, re-laid the cobble sets and once planning consent has been received, the benches, will be refurbished and new bins and planters will be installed.

5.2.2 Ensuring the developers deliver.

5.2.2.1 The information board installed at Notley Way play park was not the one planned so Bellway will be replacing the metal board with the correct agreed oak board.

5.2.2.2 The Bates Close hedge line had been left untidy by Barratt David Wilson. With pressure from The Trust, the hedge line has now been trimmed and any dead wood removed.

5.2.2.3 The water pipes fitted at Butterfield Gardens were inadequate to cope with the deluge. The developer has now fitted new headwalls and larger pipework sufficient to handle larger quantities of water.

5.2.2.4 There are three fences that split the development between Bellway and Tilia Homes on Newton Abbot Way, which both developers deny any responsibility. Resident Stuart Benjamin said that there is a similar situation at The Ridings although unlike the Newton Abbot Way 'Ransom Strip', there is no access. GP added that Tilia Homes have offered to give this piece of land to the residents providing the residents pay the legal fees.

5.2.2.5 A number of trees in the conservation area have been felled due to Ash Die Back with more trees being monitored in Cooke's Field. The arboriculturist who inspects the trees every 18 months has reported that these trees only had a remaining life of five years.

5.2.2.6 The Trust has received more complaints regarding Chequer Tree Walk (Linear Park) than any other issues on Elsea Park. Tilia Homes have not kept up maintenance after the last weed spraying. The Tilia Homes' representative in her last report to the Board, mentions that this issue should be resolved within the next six months. Resident Aleksandar Karic asked if this issue is covered by the S106 agreement and once resolved, will the fees be increased? GP responded by confirming that Chequer Tree Walk is covered by the S106 agreement but there is no time limit and because the Yearly Payment fee is capped by the rate of the CPI, there will be no increase.

5.2.2.7 Graffiti is an issue around the development but the Grounds Team clean the graffiti as soon as it is noticed, which hopefully deters the culprits.



5.2.2.8 The Artificial Grass Pitch (AGP) although still owned by The Trust, is now leased to Elsea Park AGP Ltd. The Football Development Officer was TUPE'd to the new company. The decision to follow this path was due to the costs. GP gave an example of the rubber crumb spread across the pitch, which is now banned in the EU and the UK will also follow suit and implement banning the use. NE asked how many members does the AGP have and GP answered saying he thinks the membership has now exceeded 1,000.

5.3 Achievements

5.3.1 The open space at Nene Close/Welland Drive has been completed with a seating area.

5.3.2 37 trees have been planted along Springbank Drive.

5.3.3 The Trust has planted trees at Jubilee Green to replace those cut down in The Spinney. The Trust have yet to install tree guards.

5.3.4 Trees have also been planted at the Public Open Space on Folkestone Close along with a seat. The seat however, has since been vandalised.

5.3.5 A Remembrance display has been set up on the Setts Green conservation area visible from Greenacres Drive.

5.3.6 Hedge planting has been completed at the end of Bath Close.

5.3.7 The Woodland Trust donated 400 hedge saplings which were planted by NE and pupils from Kirkstone House school.

5.3.8 The service corridor was cleared along the fenceline on Raymond May's Way.

5.3.9 Aykroft Play Park

- The oldest playpark which is now 22 years old and not used.
- Three quotes were received and the new play park was installed in July.
- The Grounds team check the equipment bi-weekly and ROSPA carry out an annual inspection.

5.3.10 Market Rasen Drive Play Park

- Dangerous or worn out equipment has been replaced.
- New fibrefall matting has been laid.

5.3.11 The bins at the Water Lane flats were an eyesore and a hazard especially in heavy winds but through collaboration with Clarion Housing and SKDC, The Trust brought about a resolution.



5.3.12 The new look website has been installed so GP asked residents for ideas of what they would like to see.

5.3.13 The attenuation pond on Cooke's field has been dammed which has been very successful and working well.

5.3.14 Two other attenuation ponds have been dredged.

5.4 Future Objectives

5.4.1 A new extension to the Centre, which includes washroom/welfare facilities for the Grounds staff and a new meeting room for hire, is due to be completed at the beginning of the new year.

5.4.2 Three further play parks will be refurbished including:

- Great Leighs
- Elsea Park Way
- Market Rasen Drive

5.4.3 There will be more tree planting on Elsea Park as land transfers to The Trust ownership.

5.4.4 Plans to rejuvenate Picnic in the Park will be discussed by the Board.

5.4.5 It is hoped that a number of land transfers will occur next year including:

- Zone 10a & 10b Welland Drive
- Zone 7 Bellway (Part 1)
- Zone 8 Barrat David Wilson ensuring the hoggin path is satisfactory.
- Zones 3, 4 & 5, the 'legacy' land from Tilia.

5.5 Trust Volunteers

5.5.1 MM expressed his sincere thanks and gratitude for all The Trust volunteers who give up their time to host community events including:

- a. The Trust's Board of Directors.
- b. Wednesday's drop-in group where residents can join a social gathering with refreshments.
- c. Wednesday's Stay & Play where parents can bring their toddlers to play.
- d. The Events Group that hosts various activities throughout the year including the children's Christmas party.



6 Questions submitted prior to the meeting

No AGM questions were submitted ahead of the meeting. Any questions received were responded to at the time of receipt.

7 Any other business and questions from the floor

Q1.1 Resident Margaret Regan asked when Barratt David Wilson (BDW) are expected to transfer the ditch beside Windsor Court to The Trust?

A1.1 GP explained that The Trust refuses to accept ditches in their current condition. The ditches require the self-seeded trees to be removed and brought up to a specific standard before The Trust are able to accept transfer. The Trust however, are working with BDW to achieve this.

Q1.2 Resident Grant Luxford asked if leverage can be used by the S106 Enforcement Officer to ensure the necessary works are actually carried out?

A1.2 GP answered that the maintenance is a different BDW division and The Trust has no legal standing to enforce any necessary work to be carried out. However, there is a meeting to be held with the S106 Enforcement Officer and land transfers will be discussed.

Q2 A resident in Baldock Drive was told by the Ashberry sales office that no Yearly Payment will be charged until the site has been completed so he asked why The Trust is requesting payment.

A2 GP responded by saying that everyone pays the Yearly Payment fee as soon as they take possession of the property and the sales office is incorrect in advising this.

There being no other business, MM thanked everyone for attending.

Meeting closed at: 20:05