

# Minutes of Llandudno Special Rating Area AGM 18 November 2015 at Llandudno Primary School Hall



## 1. Welcome & apologies

The Chair, Kiki Bond-Smith, declared meeting open, welcomed all, and outlined the agenda. Attendance register attached.

## 2. Approval of previous AGM minutes

Huck Endersby proposed approval of the minutes of the previous AGM as posted on the SRA website, Margie McKenzie seconded the proposal.

## 3. Chairman's Report

Kiki Bond-Smith presented the Chairman's report (See attached Chairman's report for details).

## 4. Presentation on Park Upgrade

Presenter unavailable to attend, so item held over. Details are available on SRA's website.

## 5. Security Update

Carel de Ridder provided an update on security (see presentation attached). In response the following issues were raised:

- No dog patrols requested. In response Carel reported that the proposal was to do away with dog patrols.
- Given one access point, consideration should be given to a boom at the entrance to control access and egress. In response Carel reported that this proposal was under investigation by the Security sub-committee.
- As the crime statistics do not reflect an increase in incidents, why the proposed emphasis on security? In response Carel reported that the strategy was to be pro-active regarding security.

## 6. Noting of Annual Financial Statements

The SRA's budget is available on their website. Alistair Pearce explained the background to the formation of the SRA's 5 year plan and associated budget, and outlined expenditure to date in relation to budget. Within the overall fixed budget amount, he requested ratification of the Board's decision to increase the allocation to security and reduce the allocation to environmental upgrading. In response Clem Gutsche expressed concerns about the inaccessibility of the SRA's budget and was of the opinion that there was insufficient information available for members to ratify the Board's request.

Following discussion on the matter Paolo Lupini proposed ratification of the Board's decision to increase the allocation to security in the SRA's 2015/16 budget, and Jonathon Crowther seconded the proposal. The proposal was endorsed by majority vote, with one dissenting vote recorded.

Paolo Lupini proposed ratifying the Board's decision to increase the allocation to security in the SRA's 2016/17 budget, and Jonathon Crowther seconded the proposal. The proposal was endorsed by majority vote, with no dissenting votes.

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**7. Approval of Implementation Plan**

Beryl Goslett proposed approval of the Implementation Plan and Paolo Lupini seconded the proposal. There were no dissenting votes.

**8. Appointment of Auditors**

Jonathon Crowther proposed reappointment of the auditors and Beryl Goslett seconded the proposal. There were no dissenting votes.

**9. Appointment of SRA Board Secretary**

Margie McKenzie proposed re-appointment of Jillian Davis as the Secretary and Huck Endersby seconded the proposal. There were no dissenting votes.

**10. Election of Board Members**

The re-election of Board members whose term of office had expired was proposed by Arlene and seconded by Clem Gutsche. There were no dissenting votes:

- Chairperson: Kiki Bond-Smith
- Treasurer: Alistair Pearce
- Secretary and Website: Jillian Davis
- Security: Carel de Ridder
- Environment and Newsletter:
- Special Projects & School liaison: Jody Aufrichtig
- Social Media: Margie McKenzie
- Roads: Paolo Lupini

Councillor, City representative: Marga Hayward

**11. General**

The following general issues were raised:

- i. Councillor M Haywood, who serves as an ex-officio member of the SRA Board, expressed appreciation of effort put into running the SRA.
- ii. Clem Gutsche queried what had happened to the LCA? The Chair responded that it was not permissible to combine the AGMs of the LCA and SRA. LCA AGM to be scheduled in Q1 2016
- iii. The question was raised from the floor what happened to the Sauerland case? The Chair reported that LCA's High Court review application was unsuccessful.

The Chair officially closed the meeting at 20h18

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## **FINANCE NOTES** Alistair Pearce

If the meeting has no obj I plan to handle points 6, 7 & 9, 2015 Financials, current 2015/16 financial position & budget for 2016/17 together

To contextualise things I would like to take you through the planning process, oversight by the city and how the financial statements and budgets reflect the process:

- 2013 - High level plan determined prior to the formation of the SRA. Took place in 2013
- H1 2014 – The High Level Plan formed the basis of the 5 year plan that was approved in general meeting in early 2014 and agreed with the city. This informed the implementation plan that the chairman talked about earlier
- 1 July 2014 - SRA was approved by the City and effectively came into being
- The Llandudno SRA NPC was registered in September 2014. The legal entity that contracts with the City is registered for VAT, registered as a vendor with the City and which we as property owners are members of
- The special general meeting in Feb 2015 nominated the directors and officers & the various sub committees were formed. Effective start of the LSRA operations

### 6. Noting of Audited Financial Statements 2014-15

- The annual financial statements reflect the first period of existence i.e. 1 July 2014 to 30 June 2015 which resulted in R133k in unspent budget which is represented by cash. The AFS are on the web site and copies were distributed at the meeting:
  - All line items were underspent based on the budget
  - Security costs represent the acquisition of all security, computer and network equipment held by the LCA which was immediately charged to the income statement
  - Blue Flag Beach costs were in respect of a contribution to the Llandudno Life Saving Club to fund additional lifesavers over the Blue Flag period out of school holidays
  - Statutory & Pre Incorporation costs were in respect of company set up costs and the costs of establishing the SRA
- Request meeting to note the AFS as approved by the Board

### 7. SRA's Operations 2015-16

- Progressive income statement for the four months to 31 October 2015 circulated on slide
- LSRA is currently in the 2015/16 year which ends on 30 June 2016. For the current year we have R72k to end Oct in unspent budget which is also represented by cash, bringing total for 2015 & 2016 to approximately R205k.
- The board has approved the reallocation of unspent funds to provide firstly for a reserve of two month's income – R65k, and secondly to allocate all the unspent budget to the security budget R140k.
- Requested meeting to ratify the Board's decision.

### 9. Approval of Budget 2016-17

- The budget for the next financial year starting on 1 July 2016 & running through to end June 2016 circulated and on slide
- Propose changes in the allocation of costs:
  - Align costs based on actual expenditure incurred since LSRA began operating
  - Allocation of R20k of Contingencies & Sundries to various line items
  - Budget R10k for social Upliftment
  - Reduction in Cleaning & Environmental Upgrading due to the City agreeing to take up some of these services
  - Increase the Security cost from R183k to R240k

### 10. Appointment of Auditors

- H, Curtis & Company have been the auditors for the 2014/15 year. Like to propose that they be reappointed for the current year.

<end finance notes>