



## Notice of Annual General Meeting (AGM) 2025 Thursday 22nd May 2025

You are invited to attend the AGM of the owners and occupiers of the houses of the Hanover Crescent Enclosure to be held on **Thursday 22nd May 2025 @ 8.00pm at Hanover Community Centre, 33 Southover Street, BN29UD**

### AGM Agenda

1. Nominations for members of the Committee (maximum of 8).
2. Apologies for absence
3. Minutes of last AGM
4. Report from the outgoing secretary for 2024/25
5. Report from the outgoing treasurer for 2024/25
6. Election of Committee
7. Questions from the floor

### General Meeting Agenda

1. Garden and Tree Maintenance
2. Parking
3. EV Chargers
  - a. Status
  - b. Issues - discussion
4. Major Infrastructure Projects
  - a. Construction of new bike stand at north end - Status
  - b. Installation of New Railings - Completed
5. Confirmation of Crescent Levy for 2025/26 - VOTE by OWNERS - £3000
6. AOB

Please speak to any member of the Committee or email [secretary@hanovercrescent.org](mailto:secretary@hanovercrescent.org) regarding any items you wish to raise.

Please note that a package containing additional information on AGM issues has been posted on the HCE website. If you wish to receive this package by email or by hard copy, then contact [secretary@hanovercrescent.org](mailto:secretary@hanovercrescent.org) confirming your name and house number.

New names for election to the Committee would be welcome, please contact any present member or ensure you are nominated within 15 minutes after the start of the meeting.

Voting rules, parking regulations and other matters can be found on the [hanovercrescent.org](http://hanovercrescent.org) website. You must attend the meeting to vote as proxies are not allowed. No individual will have more than two votes.

### Outgoing Committee:

Paul Farmer, John Hinchliffe, Neil Smith, Chris Carter-Pegg, Martha Turland, Jasbir Walter, Maria Weijers

# **Minutes of the Annual General Meeting of the Committee of Management of Hanover Crescent Enclosure**

**Thursday 23 May 2024**

## **Opening**

The Annual General Meeting of the Committee of Management of Hanover Crescent Enclosure was called to order at 19:35. Leanne Allan, as a non-resident, was the independent Chair and opened the meeting.

## **Present**

There were 20 attendees. Apologies were received from 9 residents and the Mayor.

## **Nominations for Membership of the Committee**

One member of the outgoing committee, Sue Gollifer did not put themselves forward for re-election. Other members of the outgoing Committee volunteered to be re-elected. Maria Weijers put her names forward. Sue was thanked for her 33 years of valuable contributions to the work of the Committee.

## **Approval of the Minutes of the last AGM**

The minutes of the 2023 AGM were approved

## **Secretary's Report and Review.**

John Hinchliffe presented the report, part of the published AGM pack, and summarised the Committee's activities over the previous year, inviting comments and suggestions on the work of the Committee.

## **Treasurer's Report**

Paul Farmer introduced the financial statement, part of the published AGM pack, explaining the year-end financial statement that were in good order with the establishment of a reserve fund just above the £30k target. A large amount of 'other income' was explained as being from the prolonged use of a skip by one resident.

## **Election of the Committee**

Fifteen minutes having elapsed, the new Committee was appointed. The remaining outgoing Committee members, plus the new nominee were appointed without a vote being necessary. Committee members for 2024/25 are: Paul Farmer, John Hinchliffe, Neil Smith, Amanda Papadopoulos, Chris Carter-Pegg, Jasbir Walter, Martha Turland and Maria Weijers.

## **General Business**

### **GENERAL MEETING**

#### **1. Garden and Tree Maintenance**

There were further unavoidable tree maintenance works over the year as some of the more mature trees become weaker or over-large. We hope to do minimal maintenance work over the next year or two. We investigated a newish TRIG vaccine treatment against Dutch Elm disease and have just had the 12 larger elm trees treated. This will be an annual treatment, but we will check any new evidence before we agree treatment next year.

There was concern that the north end of the garden looks bare of mature trees following the work on the two large sycamores. There are several smaller trees growing well in that area and new shrubs have been planted. A new Liquidambar tree has also been planted but here is little space to plant any new, larger trees.

The Committee has been considering removal of the lime tree by the North Pillar and grinding out the stump to make space for a new tree. The lime is not in the best of health and is beginning to affect the pillar and wall. This will be further considered.

The wildflower beds were agreed to be a great success and we should consider extending them further.

It was suggested that we consult a landscape specialist to get any suggestions to improve the gardens in keeping with their historical nature. And residents were encouraged to pass on any suggestions they have to the committee.

#### **2. Electric Vehicle Chargers**

David Lancefield introduced this proposal on behalf of an 'EV Group' of six households. David outlined the four steps required to get up and running – installation of a power unit (cost £6k), installation of kiosk and charger (cost £14k), selection of an energy provider and provider for access control and billing.

The proposal is backed by the outgoing committee and the committee would administer the system. This new proposal is to fund the 50% of the cost donation from the group of six households. The remaining 50% would be a loan from the crescent reserve fund that would be recovered over the years ahead by charges to use the facility. (The proposal rejected in 2022 was for all funding to come from the Crescent Levy). The income back to the committee would come from an access charge to new users of the facility and from an uplift to the unit cost of electricity used.

Among the points raised were:

- That EVs are far from having a certain future, that the investment would be wasted; that the project is being pushed by an exclusive group; that the project is being steamrollered through, that the land is owned by Brighton Council and the committee is not permitted to build on it; that the committee is legally constrained to only looking after the gardens; that The kiosk and chargers would be out of keeping; that the project will create division amongst residents.

That anyone can still join the EV Group and share the initial investment; that if some new technologies replace EVs the chargers could be removed; that the East Sussex Act allows the committee to do any projects mandated by residents; that planning consents would be re-checked and requested if needed; that the Crescent should encourage car owners with EVs as a contribution to reducing pollution in the city.

- That the contingency fund should not be used to finance infrastructure; that there were risks in such a capital project.

That the investment is a recoverable loan from the fund; that the capital costs would increase further if a decision is delayed; that the £10k gift offered by the EV group for a project that will be done by the Crescent at some point is embarrassingly generous and should be accepted with thanks.

- That the use of two spaces (initially) for EVs will cause parking issues; that having dedicated parking spaces was unprecedented, that any future extension of the facility would create further problems; that it was already suggested that the parking regulations be amended.

That the spaces next to the chargers would remain usable by all; that when EV users are in the bays they would not be using another bay; that there were dedicated motorcycle bays; that the parking regulations would be updated to formalise how the access charge to the EV chargers will be administered; that changes to parking regulations are always subject to an AGM vote.

- That there may be ways to reduce the capital costs by locating the kiosk differently; that the kiosk needed to be vandal-proof; that there should be a further check on the possible use of the existing supply in the lampposts.

That the kiosk will be on a concrete base and similar to telephone junction boxes around Brighton; that the options re trenching and use of lampposts will be confirmed.

- That there had been several queries about proxy votes in the AGM (not permitted), and there were a relatively high number of apologies, some people had expressed views to the secretary via email and others had expressed views to a member of the committee who had circulated a letter to some residents inviting negative responses to the proposal.

Given the heightened disagreement in the meeting, the Chair declined to put the proposal to a vote. It was proposed instead we attempt to reach a greater level of agreement by the Committee distributing balanced documents for and against the proposal, holding a further meeting, and balloting all residents within 6 months. This proposal was agreed with no votes against.

#### **4. Bike Stands**

Martha updated the meeting on the renewed bike parking facility at the south end, and proposed we do the same at the north end in the summer at a cost of under £1000. The proposal was welcomed and approved.

#### **5. Railings on pedestrian entrances.**

The proposal to install railings between the pillars across the inside pedestrian entrances at both ends of the crescent had been approved at the 2023 AGM at a cost of £5k. Chris explained that planning consent has not yet been finalised, that £600 had already been spent and in the meantime the total cost has substantially increased. He will provide and install the base stones for the railings at no cost. He asked for approval of a final total of £6.5k for the whole project. After comments that this may help deter some people from using the crescent as a toilet, the revised budget was approved with no comments against.

#### **6. Crescent Levy for 2024.**

The outgoing committee was proposing that £3k be raised this year. Half would be to cover the extra cost of the railings and half to enhance the funds for tree maintenance. This is half as much as was raised last year. The proposal was approved without discussion.

#### **7. Any Other Business.**

None

The Chair thanked everyone and Neil Smith thanked Leanne Allan for chairing. The Chair closed the meeting.

JH 28/May/24

## **2025 Report from the Secretary**

The committee met eight times with members taking turns to host. A standard agenda is circulated beforehand with requests made for additional items. The agenda is therefore pre agreed with little occasion for AOB. Minutes were circulated after each meeting and these can be made available upon request.

In addition a Special General Meeting was held in November, chaired by Sally Hunt, with a single item, Electric Vehicle Charging, on the agenda. A briefing document was sent to every owner occupier and to all non-resident owners in advance of the meeting. The decision to hold a postal ballot (for or against the installation EV chargers according to the proposal in the briefing document) was approved with a 'show of hands' at the SGM. Minutes of the meeting were circulated following.

The ballot was arranged with all those eligible to vote contacted via email or with a paper ballot. The result of the ballot was announced via Newsletter with the breakdown of votes available upon request. No requests were made.

Retaining wall at south end was damaged by an NHS vehicle and, thanks to the driver for their honesty following which the repair was covered in full by NHS insurers. Thanks to Neil for pursuing this.

New railings have been installed at north & south ends following planning approval. Thanks to resident and committee member at North Lodge, Chris Carter-Pegg for preparing the plinths and ensuring smooth installation. And also, thanks to Julia Kamliuk also of North Lodge for painting them.

The committee agreed to trial weekly leaf sweeping at north and south ends between end October and early December. This was successful at avoiding the build-up of mulch that collects in both gutters. We are minded to extend this window further.

Antisocial behaviour. Thanks to neighbours for reporting this to the Police which increased police visibility and to committee volunteers for moving the lawn furniture and removing graffiti tags. We haven't had any recent instances. Unfortunately graffiti tagging on the flint wall continues. We have an annual budget of £500 pa for removal and this sum was exhausted by December.

8 Newsletters have been sent to residents via MailChimp using the circulation list we have. Please let the committee know if you would like to be removed from the list...or if anyone should be added. Also, if anyone would prefer paper copies.

Martha – May 2025



## The Committee of Management of Hanover Crescent Enclosure

### Revenue and Expenditure Account for Year to 30 April 2025

		2023-24	2024-25	Notes are for 2024-25
<b>INCOME</b>				
	Garden Rate (via BHCC)	10,285.70	<b>11,132.00</b>	Raised via Residents' Council Tax
	Crescent Levy	5,991.00	<b>2,830.50</b>	Raised from Freeholders/Owners
	Bank Interest	343.37	<b>324.16</b>	Infrastructure Account Interest Received
	Other Income	1,710.00	<b>565.00</b>	Resident & Visitor Parking Permits + Skip Fees
	<b>INCOME Total</b>	<b>18,330.07</b>	<b>14,851.66</b>	
<b>EXPENDITURE</b>				
	Garden Maintenance	4,850.00	<b>4,800.00</b>	Seasonal Plantings & Garden Furniture
	Garden Extras	1,547.13	<b>680.00</b>	Tree inspections, cropping & new plantings
	Tree Maintenance	1,032.00	<b>624.00</b>	Structural Tree Emergencies
	Structural Tree Emergencies	1,500.00	-	
	Pillars & Walls Maintenance	-	<b>236.85</b>	
	Road & Pavement Maintenance	-	-	
	Gates, Railings & Fence Posts	-	<b>6,050.02</b>	Railings at North & South Entrances
	Planning Applications	642.00	-	Planning Application for Railings at North & South Entrances
	Parking Management	-	<b>257.27</b>	Production of Parking related signage
	Antisocial Behaviour / Security	450.00	<b>438.00</b>	Removal of Graffiti from outer wall on Lewes Road
	Community Event Materials	423.00	<b>699.10</b>	Bonfire Night, Christmas & Social
	Website & Zoom	121.98	<b>280.86</b>	Software & Hosting
	Legal	-	-	
	Rent	50.00	<b>136.00</b>	Hire of venue for AGM
	Professional Fees	-	-	
	Insurance	1,344.26	<b>1,031.34</b>	Public Indemnity, Enclosure Infrastructure & Committee Liability
	Stationery & Postage	3.49	-	
	Underpayments Written Off	-	-	
	Suspense Account	(96.00)	-	
	<b>EXPENDITURE Total</b>	<b>11,867.86</b>	<b>15,233.44</b>	
	<b>Excess of income over expenditure</b>	<b>6,462.21</b>	<b>(381.78)</b>	

<b>YEAR END CASH POSITION</b>			
<b>Opening Balance (all accounts)</b>	27,720.81	<b>33,127.82</b>	Opening balance at 01-May
Surplus/(Deficit) for Year	6,462.21	<b>(381.78)</b>	
Movement in Crescent Invoices Outstanding (debtors) for the year	(1,105.20)	<b>(35.00)</b>	
Movement in Crescent Bills Outstanding (creditors) for the year	50.00	<b>(285.74)</b>	
<b>Closing Balance (all accounts)</b>	<b>33,127.82</b>	<b>32,425.30</b>	Closing balance at 30 April 2025
Current Account:	354.92	<b>2,079.09</b>	
Infrastructure Account	32,772.90	<b>30,346.21</b>	
	<b>33,127.82</b>	<b>32,425.30</b>	

These accounts have been prepared from the treasurer's receipts and vouchers and give a true and fair view of the cash position at 30 April 2025

#### Outstanding Debtors

Brighton & Hove City Council	£1,140.20
------------------------------	-----------

#### Outstanding Creditors

## **HCE AGM 22nd May 2025 Pre-Read**

### **1. Garden and Tree Maintenance**

The new wildflower beds along the front of the wall worked well and so another two smaller beds have been created and are being planted.

The gate to the rear path around the garden at the south end has been fixed, and now closes properly, but so far have never been locked. We hope that they continue to deter drug users and that the amount of rubbish left at the back continues to fall.

The planting around the re-built cycle bay is doing well and the planting along the wall with Lewes Road and along the top of the walls where we park at the north and south ends are thickening up nicely.

Rubbish that had accumulated amongst the trees at the south end has been cleared and debris removed where it was tipped over and onto the hedge along the top of the wall.

The latest round of tree maintenance work should have been completed before the AGM. The main items were to cut back the large holm oak leaning over the parking spaces at the south end and cutting back the group that have grown over the shrub and flower border near the lawn.

We have nailed numbered tags to every tree to help with the maintenance programme and hope to put a list of all the trees on the web site so that the interested can identify each and see its condition according to the last (2022) professional tree survey we commissioned.

Last May we had the 12 Elm trees vaccinated against Dutch Elm disease. This is an annual procedure which also been done this year (at a cost of £648). The process also involves checking the trees first for signs of the disease.

In 2022 the AGM agreed a five-year budget of £5000 for tree maintenance. This allows us to spend over £1000 in any one year when necessary and gave us enough headroom to go ahead with the elm tree vaccinations. So far, we have spent £4000 on maintenance jobs over the three years. The emergency works reported at the 2023 and 2024 AGMs cost a further £6000.

### **2. Parking**

The parking management company no longer issues paper PCNs on windscreens but posts a letter to the registered address of the vehicle so the time to get a notice is now longer.

With some additional Resident Permits issued and recent building work including skips some residents have found parking in the Crescent more difficult. Parking at the south end has usually been avoided but the recent tree maintenance and cut back of the overhanging trees should make an improvement. At this time the Committee does not intend to take additional action but would be interested in ideas or feedback.



### 3. EV Charger Project Update

#### Status

Following the Special General Meeting in November a postal vote was held that produced an overwhelming majority of almost 3 to 1 in favour of the project on a 75% turnout. Following that result the Planning Application for the EV project was submitted to the Council on 11th February. After some consultation it was accepted for review on 10th March with a target to get approval by

the beginning of May. All residents had the opportunity to comment on the Application as part of the review process.

We have been through another round of getting quotes and found that over the past year prices have significantly gone up by between 10 to 35%. However, by working with a couple of contractors we are still hopeful of getting the project completed for the £22,000 budget but costs could go up with any significant delay.

We qualify for an OZEV grant of £350/charger that has been extended for a year from February 2025 to March 2026.

#### Issues

Assuming the Planning Application will be/has been approved further items to be decided include

- 1) selection of electrical contractor,
- 2) selection of energy provider (e.g. Octopus, EDF, etc)
- 3) selection of the provider of back office admin services. Timing of installation is likely to be in early 2026.

Also to be decided is the level of the annual Access Fee and the Tariff Uplift for residents and visitors. There has to be a balance between being commercially competitive with public chargers and repaying the £10,000 loan in a timely manner.

The Committee has held several discussions on these issues but has not reached a final recommendation. It is likely that “Visitors” will pay a tariff at or above that available at a standard comparable public charger and “Residents” will pay a tariff below that at a public charger as the prorated impact of the Access Fee has to be taken into account. It is likely that the Access Fee will be progressive so will be higher with usage. It is also likely that subscriptions will be considered where payment of an upfront multi-year Access Fee will realise a discount on the single year cost.

There has been recent publicity on the Council’s award of a major installation contract of additional lamppost EV chargers. The *“rollout of public EV charging is seen as vital to persuade drivers without off-road parking to switch to electric motoring. Installing street chargers near homes will reduce the need for people to drive to a charging station and enable more motorists to take advantage of cheaper overnight electricity rates (Argus)”*.

This strategy fits exactly with our projects to try to emulate “home charging” with near-by convenience, greater speed and lower cost than public chargers. There is no doubt that if Hanover Crescent was managed by the Council they would install a charger.

HCE AGM Pre-Read – continued.....

#### **4. Major Infrastructure Projects**

Bike stand at North end

This project has been put on hold until the work on the EV chargers has been completed

Installation of Railings

These were installed in April and the project is now completed and looks great.**5. Crescent Levy**

The proposed Crescent Levy for 2025/26 is £3000. This money will be used for additional tree maintenance, the annual elm vaccine inoculations, autumn leaf clearance and construction of a bike stand at the north end.

As usual the costs will be split based on the Council Tax bands

A - £43, B - £50, C - £57, D - £64, E - £78, F - £92, G - £106, H - £128