

Hanover Crescent Enclosure - AGM 2026 Pre-read

Notice of Annual General Meeting (AGM) 2026

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 30th April, 2026 @ 7.45 pm 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 2025/26
5. Report from the outgoing treasurer for 2025/26
6. Election of Committee
7. Questions from the floor

General Meeting Agenda

1. Garden and Tree - Improvement and maintenance
Approval of £8000 tree maintenance budget over 5 years - VOTE by OWNERS
2. Locking the gates to the back path
3. Parking
Additions to Parking Regulations for EV charging
4. EV Chargers
Installation status
5. Infrastructure Projects
Repair of pavement and kerb stones - £2000 for 2026/27 - VOTE by OWNERS
Replacement of posts and chains - £3100 - VOTE by OWNERS
Construction of new bike stand at north end - £1000
6. Confirmation of Crescent Levy for 2026/27 - VOTE by OWNERS - £6000
7. AOB

Please speak to any member of the Committee or email 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 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 website. You have to 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, Sean Jacob

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3. AGM 2025 Minutes

Minutes of the Annual General Meeting of the Committee of Management of Hanover Crescent Enclosure at Hanover Community Centre, Southover Street, BN2 9UD 22nd May 2025

Opening

The Annual General Meeting of the Committee of Management of Hanover Crescent Enclosure was called to order at 8.00pm. Leanne Allan, as a non-resident, was the independent Chair and opened the meeting.

Present: Neil Smith, Chris Carter-Pegg, Martha Turland, Maria Weijers, Paul Farmer, John Hinchcliffe, Christina D'Cruz, Becky Simpson, Pat Smith, Roger Blair, Joyce Maina, Sean Jacob, Keith Cowell

Apologies: John Hird, Jo Davies, Cyril & Marion Bourke, Jas & Chris Walter, Sian Thomas

Nominations for Membership of the Committee

All current members volunteered to be re-elected. Sean Jacob put his name forward.

Minutes

Minutes of the 2024 AGM were approved

Secretary's Report

Prepared and read by Martha Turland, summarising the Committee's activities over the previous year.

Treasurer's report

Paul Farmer introduced the Financial Statement. We have £32,500 in reserve, expenditure was £15,200 with income just a little lower than that. Breakdown of expenditure is in the full report on the website.

Election of the Committee

Fifteen minutes having elapsed, the new Committee was appointed. Committee members and Sean were appointed without the need for a vote. Members for 2025/26 are Neil Smith, Chris Carter-Pegg, Martha Turland, Maria Weijers, Paul Farmer, John Hinchcliffe, Jasbir Walter, Sean Jacob

General Business

1. Garden and Trees

- Wildflower border will not be extended further.
- A budget for tree maintenance was agreed in AGM 2022 to be £5,000 for 5 years. 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 over three years. The emergency works reported at the 2023 and 24 AGM's cost a further £6000. This included one large sycamore and a rotten elm.

- The large Elms will be cut back over winter once they are out of leaf.
- We have two large compost areas, one at each end of the back path. Queries were made of the type

of material suitable for composting. Only leaves, weeds and grass cuttings can be added. Anything woody mustn't be added to the compost but can be added to a pile collecting at north end for use on the annual bonfire.

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3. AGM 2025 Minutes continued

- Absolutely no food waste can be left on these compost areas as it will attract rats and foxes.
- We are aware that the Council will shortly be announcing extended recycling facilities and this is likely

to include food waste.

2. Parking

• Currently we have 42 resident permits for 48 spaces. Comment was made about how busy the Crescent is at the moment and that it should ease up once current building work is completed. Comments made regarding occasions when *more* difficult to park but all agreed no one has been unable to find a spot entirely.

- New resident permits will be issued in June
- Parking enforcements are currently visiting about twice a week

3. EV charging

• The proposal goes before the Planning Committee on 4th June

4. Other projects

Railings – Neighbours are delighted with how these look. Thanks were reiterated to Chris for organising the work and constructing the plinths and to Julia for painting them.

Bike stand north end – This will be done to mirror the south end and is awaiting EV planning permission to coordinate with any disruption at the north end.

5. A levy of £3000 was agreed unanimously. Costs for 2025 – 26 will reflect tree maintenance, north end bike stand, annual Elm inoculation.

6. We discussed how difficult it has been to find a suitable venue for the AGM in May given the pressure on venues and pubs during the Brighton Festival. April and June 2026 were mooted as alternatives and most people preferred late April. The financial year accounting will be shifted to reflect the change.

7. **AOB** – Foxes. There was quite a discussion about food that is being left out for foxes. One resident described the damage that had been done by a fox that was in their house recently for a few days. Food, such as a 3kg bag of dog food; a large metal tray of dried pet food; a plastic bag containing a large quantity of grated cheese and on another occasion, what looked like a knuckle of pork. These were four separate occasions in recent weeks. Neighbours described how when foxes were being fed a few years ago (those particular feeders have since moved out) the fox population increased and so did their familiarity with people such that they routinely went into several houses causing damage and distress. Once the fox population becomes this troublesome there is no option but to call in pest control to kill the animals, though culling foxes is not the current policy of the HCE committee. No one wants to do this but it may become unavoidable. RSPCA advice is that foxes regulate their number according to access to food. Therefore, if they are fed by humans their number will grow leading to the problems listed above and the likely recourse.

MT 30th May 2025

END

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4. Report from the Secretary March 2026

The committee met seven times with members taking turns to host. Minutes are taken and these are available. Items discussed and acted on include: repair of pavement, coordinating with Southern Water to correct and improve their poor pavement reinstatements, EV infrastructure, antisocial behaviour in the back path, crescent composting, fox feeding, summer get together, bonfire celebration, Christmas carol singing.

Seven newsletters were sent to neighbours and owners with information on the above items. Please let the committee know if you would like to add someone to the circulation list or be removed from it. Paper copies of all notices can be arranged for anyone who prefers, just let us know.

5. Accounts Summary

See Attachment 1

GENERAL MEETING AGENDA

1. Garden and Tree - Improvement and maintenance

We are continuing with the annual inoculation of the elm trees against Dutch Elm disease. Brighton Council are using the same treatment for public trees in the city and are confirming it is effective. The cost this year is £746.

The garden continues to be looked after by Richard and his assistants. He is rebuilding the compost heaps and some are now 'open' and the compost in them is available for residents to use on their own gardens.

The locked gates to the rear seem to have reduced the number of people shooting up on the back path. The password/combination for the locks is available to residents in our newsletters.

Richard cleared the leaves and debris towards the ends of the Crescent over Autumn and has cleared moss and weeds from the footpath.

The latest round of tree maintenance work should have been completed before the AGM. Our approach is to do regular annual maintenance and cutting back in order to avoid large jobs in the future.

Last year we did substantive work on the larger holm oaks extending over the parking at the south end and encroaching over the shrubs in the garden opposite houses 15/16. This year we have a long list of smaller maintenance jobs. These include, for instance, cutting back growth over all along the wall along Lewes Road, trimming the Maple that is overshadowing part of the lawn and the other trees at the north end, removing sucker trees that have taken root close to the wall and removing some of the more hazardous deadwood in larger trees. The cost of this is £2600.

The cost of the maintenance work has been increasing over the last few years. As reported at the last AGM, we had agreed a 5-year budget of £5000 for tree maintenance. This allowed us to go over the committee's usual £1000 limit in any one year.

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The £5000 is now proving inadequate, given the increasing cost of the maintenance works and the vaccination programme. We propose increasing this to £8000 over 5 years to better reflect the true cost.

We ask the AGM to approve these works.

In previous years we have had some substantial emergency work done on the trees – where a tree has been found to be a dangerous condition. These jobs have been done outside of the agreed maintenance spend. It is hoped that by doing more small maintenance tasks we will pre-empt the likelihood of urgent works.

2. Locking the gates to the back path

There has been an increase in the number of non-residents using the back path for the usual reasons including drug taking. As an experiment the Committee has placed padlocks on both gates and the code made available to all residents.

3. Parking

The registration numbers of resident's cars are now held in a data base with the parking management company. Therefore, starting in on 1st July the new Resident Permits issued will not have an expiry date.

Additions to Parking Regulations for EV charging - See Attachment 2

Updated Parking Regulations for the use of EVs are attached

The uplift for the tariff and the Annual Access Fee will be set with two principles:

1) Residents pay a cost that is below commercial rates and 2) Visitors will pay at a cost that is equal to commercial rates of £0.55/KWh. The two components that can be set are Uplift and Annual Access Fee.

The Committee proposes that the Uplift to the tariff for residents is £0.05/kWh and the Annual Access Fee is £120/year. These will be reviewed from time to time. Making assumptions on the miles charges per vehicle and the increase in the number of EVs over time the £10,000 cost to the Committee could be repaid in 10 years.

4. EV Chargers - Installation Status

We received the supplemental approval for the Planning Application in December. In January we received an update quote from UKPN who will install the cable from the existing LV line running along the pavement to the kiosk. We also received quotes from three contractors who would install the equipment (kiosk and switchgear and EV chargers) and complete the ground works. We are still working through some issues and as of 1st April no final decision had been made.

We still need to select the energy provider (eg. Octopus, EDF, etc.) and the admin manager.

The construction phase will take about 10 working days and so there will be some disruption to parking and access.

We have also have not received any comments from the Estates Team of the Council as the landowner. We are considering writing a formal letter with a deadline for a response.

5. Infrastructure Projects

a. Repair of pavement and kerb stones - £2000 for 2026/27

Over the past year we have been in discussion with Southern Water and their main contractor Clancy Docwra to improve the finishing around the water meters following an intervention or

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meter replacement. It was agreed that, if the Committee could supply additional pavers, they would use them for finishing rather than cement. In April Southern Water have a plan to replace 8 water meters and we plan to have 70 pavers available for their and future use.

As part of the overall improvement of the pavement we also have started a long-term renovation of areas of subsidence and to replace cement with pavers, for example, around the BT Inspection covers. So far we have worked outside No 19 and No 14 by levelling the pavement and in addition fixing two kerb stones. This work cost £1000. Over the next year or so we will upgrade other areas with an estimated budget of £2000. We ask the AGM to approve these works.

b. Replacement of posts and chains - £3100

The wooden and chain fence that runs the length of the lawn along Hanover Crescent is rotting and damaged and we propose replacing it with a new fence with the same design and structure as the existing one. The new posts will be hardwood and painted white and linked with a black metal chain and with similar height and spacing to the existing one. We have prepared a specification as follow and put this out to tender.

Specification:

The requirements for the replacement are:

That it be visible from inside a car.

That it is robust and easily repairable should a car hit a post.

That it should be possible to remove sections – for occasional easy access to the lawn.

That it be low maintenance.

That it should be in keeping with the character of the Crescent

That it should follow the line of the existing fence.

We have received three quotes and propose we go with the cheaper one at £3100.

We ask the AGM to approve these works.

c. Construction of new bike stand at north end - £1000

This project has been put on hold until the work on the EV chargers has been completed but the result will be similar to that already completed at the south end.

6. Confirmation of Crescent Levy 2026/27

The proposed Crescent Levy for 2026/27 is £6000. As usual the costs will be split based on Council Tax bands

A - £84, B - £98, C - £112, D - £126, E - £154, F - £182, G - £210, H - £252

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ATTACHMENT 1

Revenue and Expenditure Account - 11 Months to 31 March 2026

		11 mths		
		2024 - 2025	2025 - 2026	
INCOME	Garden Rate (via BHCC)	11,132	10,262	Raised via Residents' Council Tax
	Crescent Levy	2,831	3,008	Raised from Freeholders/Owners
	Bank Interest	324	236	Infrastructure Account Interest Received
	Other Income	565	255	Resident and Visitor Parking Permits + Skip Fees
	Income Total	14,852	13,761	
EXPENDITURE	Garden Maintenance	4,800	4,400	Gardener £400 per month
	Garden Extras	680	400	Seasonal plantings and leaf clearing
	Tree Maintenance	624	3,012	Tree cropping and annual Elm vaccinations
	Pillars & Walls Maintenance	237	120	Repairs to North Entrance Pillar Pier Caps
	Road & Pavement Maintenance	0	1,090	Repairs to footpath outside No.14 and 17 & 2 granite kerb stones
	Gates, Railings & Fence Posts	6,050	0	Railings at North & South Entrances
	Parking Management Expenses	257	605	Cost of 100 Permits
	Antisocial Behaviour and Security	438	0	Removal of Graffiti from outer wall on Lewes Road
	Community Event Materials	699	744	Summer event, Bonfire Night and Christmas
	Rent	136	36	Hire of venue for AGM £86 less credit re 2025
	Stationary	0	19	
	Hosting Fees, IT Consumables	281	686	Cost increase to be actioned
	Bank Charges	0	9	
Insurance	1,031	1,585	Public Indemnity, Infrastructure and Committee Liability	
Expenditure Total	15,233	12,706		
Excess of income over expenditure		-382	1,054	

CASH POSITION as at 31 March 2026		
Opening Balance (all accounts)	33,128	32,425
Surplus/(Deficit) for Year	-382	1,054
Movement in Crescent Invoices Outstanding (debtors) for the year	-35	1,140
Movement in Crescent Bills Outstanding (creditors) for the year	-286	343
Closing Balance (all accounts)	32,425	34,963
Current Account	2,079	4,171
Infrastructure Account	30,346	30,792
	32,425	34,963

Accounts prepared from the treasurer's receipts and vouchers and give a true and fair view of the cash position at 31 March 2026

Outstanding Debtors @ 31/3/26	
None	0

Outstanding Creditors @ 31/3/26	
Gardener - Richard	240
Hanover Community Centre	50
Parking Solutions	101
	391

ATTACHMENT 2

Hanover Crescent - Parking Regulations Update

March - Final

Access to Electric Vehicle Chargers

- 1) EV Chargers have been installed for the benefit of residents who have Resident Permits and for resident's Visitors, subject to the conditions outlined below.
- 2) Any vehicle displaying a valid Resident Permit or Visitor Permit may park in the designated EV charging bays. The owner of a parked vehicle may be asked to move to allow access for an EV but will not be expected to move if there are no other parking bays available.
- 3) The cost of using the chargers (£ per kWh) will be the amount the Committee pays the supplier uplifted by an amount to cover administration and maintenance costs incurred by the Committee plus an amount to repay the Crescent's loan to the scheme ("Uplift Costs").
- 4) To access the chargers Residents will need to pay an annual access fee ("Access Fee") from 1st July to 30th June each year or a part year from the date of issue until the next 30th June. Once paid there will be no refund.
- 5) All Resident users will have to pay the Access Fee for each vehicle that requires charging except for one vehicle of the current owners of the following houses who have already paid upfront namely No 1, No 2, No 3, No 12, No 19A, and No 20. This right will be no longer valid if the current owner sells their property or becomes non-resident.
- 6) Residents who have paid the Access Fee may charge a rental car or similar, on a short term basis, using their sign in details.
- 7) The Uplift Costs and Access Fee will be set to make the overall charging rate less than commercial "on street" rates for similar types of fast AC chargers with an aim to recover the Committee's costs within ten years.
- 8) Visitors will obtain short term access and pay a higher Uplift Cost to that of Residents and set to be competitive with or greater than commercial "on street" rates. Visitors may not charge using the sign in details of a Resident.
- 9) EV Motorcycles can charge at the same rate as Visitors.
- 10) Residents can use the domestic 3 pin supply for any reasonable use and period at no cost. Using the supply for the charging of an EV is not permitted.
- 11) All users will have access to the system for the collection of the costs of charging through, for example, an app or RFID card which may change from time to time. The user will pay the Admin Manager through a credit/debit card who will then return the money to the Committee less an admin fee. There will be a separate account for each and every vehicle including those from the same household.
- 12) The Access Fee and Energy Uplift for Residents and Visitors will be set and reviewed annually by the Committee. The Committee may offer discounted subscription rates for a multi-year Access

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Fee paid in advance.

13) A Users Group will be set up so that access to the chargers can be coordinated among the Residents. For the smooth running of the operation there will need to be neighbourly cooperation to allow access to the charging bays in emergencies, etc.

14) The Committee is not responsible for any accidents or losses either direct or consequential related to the use of the EV chargers.

Visitor Permits

1) Visitor Parking Permits are not to be used to facilitate the parking of cars for commercial purposes using temporary parking sites eg. “Just Park” and “Your Parking Space”.

FAQs

1. Q. Will all residents of Hanover Crescent be able to charge their vehicles here?
A. All residents who have a resident permit (RP) for their vehicle will be able to charge their vehicle. You will need to register an account for the vehicle and pay the Annual Access Fee. If you have more than one vehicle with a resident permit, each vehicle will need to be separately registered and the Access Fee paid for both vehicles. You'll pay the 'Resident Rate' for each vehicle.
2. Q. Will all visitors to Hanover Crescent who are loaned a visitor permit (VP) to display on their vehicle be able to charge here?
A. Yes. Your visitor will need to register for an account for their vehicle and pay the 'Full Rate'.
3. Q. Do residents have an alternative to paying the Annual Access Fee?
A. Yes. Residents who join the Investors Group before the project is implemented are exempt from future Access Fees for one vehicle. Their lump sum investment is considered an upfront payment. Any second vehicle will be subject to the Annual Access Fee.
4. Q. Can a resident charge their motorcycle here?
A. Yes, on the 'Full Rate'. You will need to register for an account for your motor cycle.
5. Q. Can a visitor charge a motorcycle here?
A. Yes, Visitors will need to register the vehicle for an account and pay the 'Full Rate'
6. Q. I'm a resident, have an EV and have paid the Access Fee. My car is being repaired and I have a courtesy car or a car on short term hire – can I charge it here?
A. Yes, residents who have paid the Access Fee may charge a rental car or similar, on a short term basis, using their sign in details.

A flow chart “Access to EV Chargers” has been provided for further explanation. See Attachment 3

ATTACHMENT 3

Access to EV Chargers

