

**MINUTES OF THE 2026 AGM FOR THE WOODLAND GROVE (MARKET RASEN) MANAGEMENT  
COMPANY LIMITED.**

**Held at 8pm on 25th February 2026 at the Market Rasen Church Rooms**

**Chairman for the meeting:** John Edser

- **Thanks:** JE thanked all for attending and apologised that despite arranging for the meeting to be held in the Salvation Army Hall and making attempts to call to confirm the booking, nothing had been heard and the hall was closed. JE thanked Trish Neal for arranging to use the Church Rooms at such short notice.
  
- **Introduction:** The directors were introduced to the attendees.
  - Brian Gould (BG) – Estate Maintenance
  - Patrick Annibal (PA) – Health & Safety
  - Cliff Dale – Ecology – Apology received as unwell
  - Geoff Goddard (GG) – Playpark Maintenance & Admin Backup
  - John Edser (JE) – Finance Director & Company Secretary
  - **Agenda:**
    - Apologies, Proxies and voting system
    - 2025 Director's report
    - Management accounts to 31st December 2025
    - 2026 Budget and management charge
    - 2026 maintenance plan
    - 5yr Plan
    - Election of directors
    - A. O. B.
  
- **Apologies:**
  - 17 Owners
  - 6 Proxy appointing the chairman to act
  - The Voting System was explained

**Directors Report for the year ending 31<sup>st</sup> December 2025**

**Work Carried out by the directors during the year was as follows:**

- **Play Parks**
  - Both playparks have been inspected, swept and cleared of weeds. In an attempt to make it easier to clear leaves from the playparks we have purchased a high powered, battery powered, leaf blower. This was used on the Foxglove Play Park, unfortunately too early as it soon got covered again.
  
- **Lincolnshire Fencing**
  - Five rotten Lincolnshire fencing posts were replaced by BG during the year
  - Six new posts were purchased during the year at a cost of £116.
  - Where possible rails are re-claimed and re-used
  
- **Knee Rails**
  - 25 Rotten posts and 4 rails were replaced by JE in 2025
  - All Rails and posts were disassembled, cleaned and painted during the year
  - Posts and manufactured in house to keep the cost down

- **Swale manhole cover**
  - The swale manhole cover, damaged by Wildscapes whilst cutting at the end of 2024 was replaced and the cost of parts recovered from Wildscapes.
  - A steel frame has been made and erected to protect the cover in future by being overridden whilst cutting.
- **Himalayan Balsam**
  - A considerable amount of work was undertaken in the main woodland, pulling Himalayan balsam by hand.
  - A great deal of care has been taken to remove all Himalayan Balsam from the area where the woodland meets the ditch by Fern Drive, to prevent seeds travelling along the ditch and into the Habitat.
  - Following advice from Lincs Wildlife Trust, a 5m swathe was again cut around the South and East boundaries of the main woodland to help us eradicate Himalayan Balsam.
- **Bamboo removal**
  - A large clump of bamboo has been removed from the side of the ditch near to Fern Drive.
- **Road Gutter weed removal**
  - All road gutters have been sprayed and cleared of weeds and swept.
  - It would help if owners would clear weeds in gutters that are close to their property.
- **Administration work carried out during the year was as follows:**
  - Insurance policies have been renewed.
  - 8 property transfers have been processed during the 2025 financial year.
  - Welcome packs have been delivered to all new shareholders.
  - Wilkin Chapman, our solicitors, have been updated with changes throughout the year.
  - All contracts have been arranged and invoices paid.
  - Board meetings have been held and documented.
  - Management accounts have been maintained.
  - The register of shareholders has been maintained.
  - The annual confirmation statement has been prepared & uploaded to Companies House.
  - 2025 accounts data have been prepared and will be given to AKM accounting.
  - A 2026 ground maintenance schedule has been drawn up and agreed.
  - Quotes have been requested from 3 contractors for clearing the estate ditch during the early part of 2026.
  - The 2026 budget has been prepared & the Maintenance charge agreed by the Board.

**Work Carried out by contractors during the year was as follows:**

- **Grass cutting and hedge trimming**
  - General ground maintenance including grass cutting and hedge trimming has been carried out during the year by Lincolnshire Landscapes.
  - This work represents our single major annual cost at £9,020 in 2025.
- **Habitat cutting**
  - The habitat was cut in 2025 by Bomber County. This company was employed in an attempt to find a more reliable contractor, which turned out well, saving us over £3,000.
  - As Bomber County are not Newt licenced, we employed a licenced person from Lincs Wildlife Trust to oversee the operation.
  - As spreading of cuttings from the wildflower area onto the other part of the habitat has not been successful, all cutting were bailed and removed from the site.

- **Swale Cutting**
  - Cut late in 2025 by Bomber County and all cutting mulched in saving cost.
  - The plan to cut the swale 4 times a year was abandoned as it was decided to encourage the growth of wildflowers found in the swale.
- **Woodland Himalayan Balsam control**
  - Area cleared again in 2025 by Bomber County in accordance with Lincs Wildlife Trust's plan to help with Himalayan Balsam control.
- **Brimmer Beck**
  - The huge amount of brambles growing from the side of Brimmer Beck, identified as a problem in 2024 plus more by a Foxglove parking area was cut back by Peter Appleyard during 2025.
- **Mole Control**
  - 11 moles were caught across the estate in 2025
- **Tree work**
  - One small re-growth tree fell against the pumping station. This and some others were removed during the year.

**The 2025 management accounts were presented:**

- The total income of £24,657 exceeded the budgeted income by £467 as a result of £300 more than budgeted in exit admin charges and £177 more in bank interest on our £20K deposit than budgeted.
- Expenditure was £27,448.53 which exceeded the income by £2,791 as a result of the delay in receiving Wildscapes 2024 habitat cutting invoice until January 2025.
- Discounting the Wildscapes invoice, other expenditure was less than budgeted due to no expenditure on ditches and ponds and less on ground maintenance than budgeted. Altogether, expenditure was £2401.25 less than budgeted.
- As a result of Wildscapes late invoice, the year starting balance was £38,393.91, with the year deficit of £2,791 the year-end balance was £35,602.
- Taking 2024 and 2025 together, a net surplus of £4,862 was achieved.

**The 2026 work schedule was presented:**

- **2026 maintenance plan**
  - All normal estate maintenance work will continue as usual.
  - It was determined that the IDB carry responsibility for maintaining Brimmer Beck.
  - Apart from the estimated ground maintenance cost of £14,780 the other major expense will be clearing the estate ditch at an estimated cost of £4,000.
  - Lincolnshire fencing to be replaced by the extended house on Foxglove
- **Ecology**
  - Our adviser from Lincs Wildlife Trust has expressed an interest in holding a tour of the habitat during the summer for those interested in learning more about the flora and fauna in the habitat.
  - A list of those interested in learning has been made so that they can be contacted when the tour is about to take place.
  - Planting of additional shrubs to encourage wildlife diversity has been recommended by the Wildlife Trust and a budget of £1,000 set aside to cover the cost of whatever is decided.

- **Habitat cutting**
  - Bomber County will be employed to cut and bail the Habitat and Swale working under the guidance of The Wildlife Trust licenced adviser.
- **Great crested Newt Survey**
  - Our licenced Wildlife Trust adviser was unable to carry out a newt survey during 2025 but has expressed interest in conducting a survey this year.
- **Directors at work**
  - As usual the Directors will carry out as much of the work as possible to keep down costs.
  - Brian has undertaken a fence survey to determine this year's fence work.
  - Ground close to the gate on the Brambles playpark will be dug out and slabs laid to prevent the gate getting stuck open on the raised earth.
  - The playpark waste bins are to be repainted.
  - Moss will be removed from the Brambles playpark surface.
  - A large Christmas Tree next to the Brambles playpark is to be removed.
  - Work will be undertaken to transfer the hosting of our website to our control.

**The 2026 budget and management charge were presented:**

- The Board have agreed for the 2026 charge to remain unchanged this year at £160.
- The 2026 budget is based upon an income for the year of £24,460.
- Budgeted expenses are £23,861 leaving a budgeted surplus of £599.
- A copy of the 2025 Management accounts and 2026 budget will be posted on the company website.
- **5 Year budget plan**
  - A 5 year budget plan has been drawn up showing that the management charge should not have to be increased significantly during this period unless an unexpected situation arises.
  - Should such a situation arise, we still have £20,000 on deposit at 4% with Virgin.
- **News Flash**
  - After being quoted £4,000 to clear our ditches and then being let down, a farmer friend recommended Pears & Son who have done a wonderful job for £2,300.
  - The section of fence holding the waste bins has been removed to allow future access & the bins put back on the last post.
  - Some willow branches overhanging the paddock grass have been removed and chipped.
  - Work is currently underway to re-seed the earth removed from the ditch.
- **Election of directors:**
  - All directors agreed to stand again for re-election and were unanimously voted for to remain.
- **Re-appointment of accountants**
  - JE proposed that AKR accounting be reappointed as company accountants. This was approved unanimously.
- **Invoicing:**
  - As usual the maintenance charge invoice will be delivered by email, where I have your current email address.
  - Where I do not hold your current email address please let me have it.
  - If you require a hand delivered invoice, please let me know.
  - If possible please pay by bank transfer to the account detailed on the invoice.

- **AOB:**

- A suggestion was made that owners be reminded how cheap our maintenance payment is and that if we are going to continue without using a management agent then we need some younger people to help. BG said that he was suffering with a health issue that has prevented him doing so much as before and JE said that he was finding it more difficult due to age.
- JE was told that there appears to be water coming from the new estate to our western boundary which is being pumped into our swale. JE said that he was extremely busy with estate work at the moment and asked the reporter if he could report the issue to the IDB.
- A comment was made that Grass Alley had never looked so good, but a request was made that the undergrowth be allowed to grow to about a foot high along the side of the ditch. JE said that it was planned and that the company that cleared the ditch had removed the undergrowth before they could be stopped.
- There was a discussion about getting help from owners with tasks across the estate and a request that owners are emailed requesting help whenever needed. JE said that this had been tried in the past without great success, but he would try again when needed.
- JE said that the 2025 management accounts and 2026 budget will be published on our website and that PA will be working with Dom Parker, a former owner on the estate who created our website, to take control of it.
- JE raised the issue of not holding future AGM due to such low attendance. A comment was made that it was important as it allowed owners to get together but this seemed to be a minority view. JE said that he would look into the legal position.

**Minutes Secretary:** Meeting Recorded

- **Attendance:** Only 17 properties were represented at the meeting.

**There being no other business the meeting closed at 21:10**