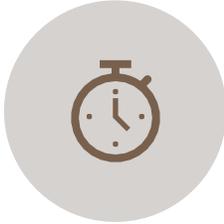


# ST MARY'S ISLAND RESIDENTS' ASSOCIATION AGM MEETING

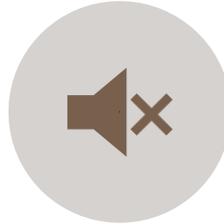
10.12.2021



# Rules of the Zoom meeting



MEETING TO BE RECORDED  
BY SMIRA



ALL MICS TO BE MUTED  
AND CAMERAS SWITCHED  
OFF EXCEPT THOSE  
SPECIFICALLY SPEAKING



PLEASE RESPECT OTHERS'  
VIEWS AND THE GUESTS  
PRESENTING/UPDATING



PRESENTATIONS/UPDATES  
FIRST AND THEN  
QUESTIONS USING ZOOM  
CHAT FUNCTION ONLY



ASK A QUESTION BY TYPING  
INTO THE ZOOM CHAT  
FUNCTION

# Agenda

- Welcome and introductions
  - Guest – Kelly Tolhurst MP
- Apologies for absence
- Formal AGM matters
- SMIRA Accounts
- Stakeholder Q&A – Chatham Maritime Trust, Medway Council, and Maritime Health Partnership
- Next Residents' meeting date
- Close

# Apologies for absence

Jade Jones – SMIRA Company Secretary



# Previous meeting minutes

Malcolm Gray – SMIRA Chair

Video available on the SMIRA website

*1 min*



# Formal AGM matters

Malcolm Gray – SMIRA Chair

1 min



# Resolution 1 – Re-appointment of a Director to the SMIRA Board

**The following SMI resident has put themselves forward to be re-appointed as Director of the SMIRA Board:**

**Chris Reynolds**

# Resolution 2 – Appointment of Angela Andrews to the SMIRA Board

**The following SMI resident has put themselves forward to be appointed as Director of the SMIRA Board:**

**Angela Andrews**

**Angela Andrews has lived on the island for ten years and has loved every minute. Her aim is to try and keep the island special through maintaining good neighbour relations, keeping the island tidy, having good facilities for all ages to enjoy such as children's fitness and pensioner clubs.**

# Resolution 3 – Adopt SMIRA Accounts

**Adopting of the SMIRA Accounts for the year ended 31  
March 2021.**

**ST MARY'S ISLAND RESIDENTS' ASSOCIATION LIMITED**  
(A company Limited by guarantee)

Reference and Administrative Details of  
the Company As at 31st March 2021

Directors	M Gray (Chair) C Reynolds M Koshkouei
Company Secretary	J Jones
Registered Number	J Jones
Registered Office	3170866  Unit 69, Dockside Outlet Centre Maritime Way Chatham Maritime Kent ME4 3ED
Report of the Directors For the Year Ended 31st March 2021	ME4 3ED

The directors present their report with the financial statements of the Company for the year ended 31st March 2021.

**Principal Activity**

The principal activity of the Company for the year under review was that of a Residents Association, promoting the interest of its members. The members of the association are all freehold owners of dwellings or tenants or leaseholders of dwellings (where the lease or tenancy has been granted for a term of at least 5 years) or owners or tenants of a commercial property who are liable to pay the rent charge on that property on St Mary's Island, Chatham Maritime, Kent.

During the Year the Company's nominated representatives on the Board of Trustees of Chatham Maritime Trust were;  
M Koshkouei Since January 2021

C Reynolds Since December  
2020

Directors

The directors shown below held office during the period from 1st April 2020 to 31st March 2021.

M Gray	Appointed 16th September 2020
C Reynolds	Appointed 12th October 2019
M Koshkouei	Appointed 10th September 2020
J Jones	Appointed 2nd July 2020

**Directors' Interests**

None of the directors have any interests in the company, which is limited by guarantee.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the Board on 11th October 2021 and signed on behalf of the Board by;

M Gray - Chair

**Income and Expenditure  
Account For the Year Ended  
31st March 2021**

	Notes	2021	2020
		£	£
Income			
Grant from Chatham		2,000	2,750
Maritime Trust Voluntary		10	40
Membership Subscriptions		<u>0</u>	<u>930</u>
Other		2,010	3,720
Expenditure			
Regular		278	647
Expenditure AGM costs		13	13
Confirmation Statement fee		165	31
Stationery & postage		335	335
Insurance		26	0
Sundry costs		333	105
Website hosting & domain costs		172	81
Depreciation		<u>1,322</u>	<u>1,212</u>
Special		0	426
Expenditure		<u>0</u>	<u>62</u>
Events		1,322	1,700
Other		<u>688</u>	<u>2,020</u>
Total expenditure			
Net surplus/(deficit)			

ST MARY'S ISLAND RESIDENTS' ASSOCIATION LIMITED  
(A company Limited by guarantee)

Balance Sheet  
As at 31st March  
2021

	Notes	2021	2020
		£	£
Tangible Fixed Assets	1		
Equipment		353	525
Current Assets		0	150
Debtors & Prepayments		2,504	1,497
Cash at Bank		2,504	1,647
		(1)	3
Creditors		2,505	1,645
Amounts falling due within one year		2,858	2,170
Net Current Assets	2		
Net Assets		2,170	150
Association's Funds		0	0
		688	2,020
Balance as at 1st April 2020		2,858	2,170
Add back 2018 unrealised creditor Surplus/(Deficit) for the year		0	0
Balance as at 31st March 2021		950	950
Allocation of Funds		1,908	1,220
General Fund			
Notes to the Financial Statements for the Year Ended 31st March 2021			
Fund Community Accounting Policies			
The principal account policies adopted in the preparation of the financial statements are set out below:		2,858	2,170

Company Status

The company is a private company limited by guarantee without share capital. The members of the company are Countryside Maritime Limited and resident freeholders, or leasehold owners with a lease or tenancy of more than five years, of dwellings on St. Mary's Island or any commercial owner or leaseholder of commercial property on St. Mary's Island who is liable to pay the rent charge on that property and whose application for membership has been approved by the Directors. In all cases membership must be applied for and is limited to one person per property. Under the guarantee every member undertakes to contribute £10 to the Company's assets in the event that the company is wound up.

Going Concern

The financial statements have been prepared on a going concern basis as the Directors believe that no material uncertainties exist. The Directors have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of authorising these financial statements.

Income

Income is recognised once the company has entitlement to the income, it is probable that the income will be received, and the amount of income can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required, and the amount of obligation can be measured reliably.

Tangible Fixed Assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their useful lives on a 25% straight line basis.

Basis

These financial statements have been prepared in accordance with the requirements of Section 1A Small Entities of FRS 102. There were no material departures from the standard.

Notes to the Financial  
Statements

For the Year Ended 31st March 2021

1. Tangible Fixed Assets

	2021	2020
	£	£
Cost		
Opening Balance 1/4/20	687	204
Addition	0	483
Disposal	0	0
Closing Balance 31/3/21	687	687
Depreciation		
Opening Balance 1/4/20	162	81
Charge for year	172	81
Closing Balance 31/3/21	<u>334</u>	<u>162</u>
Written down value 31/3/21	<u>353</u>	<u>525</u>

2. Association's Funds

The grant received from Chatham Maritime Trust (CMT) is allocated to the General Fund and is used for the day to day running of SMIRA, any underspend of the General Fund is repayable to CMT in the event of a demand. The underspend of the General Fund at 31st March 2021 is made up of unrealised capital expenditure due to the COVID-19 lockdown. In order that this amount remains visible for the purpose of the proposed capital expenditure a new Capital Fund has been created.

Any other monies received during the year are allocated to the Community Fund. The Community Fund is allocated to Community Events as directed by the members of SMIRA.

3. Related Party Transactions

During the year a grant of £2,000 was received from Chatham Maritime Trust, which is a registered charity and a company limited by guarantee.

SMIRA is one of the four member organisations of Chatham Maritime Trust and is entitled to appoint two persons to the Board as "N" Trustees. The other member organisations are Homes England, Medway Council, and South Maritime Residents Ltd (SouthCo.)

# Results of AGM Voting

Resolution 1 – 100% of eligible voting members voted in favour.

Resolution 2 – 100% of eligible voting members voted in favour.

Resolution 3 – 100% of eligible voting members voted in favour.

# Stakeholder Q&A – CMT, Medway Council and Maritime Health Partnership

Malcolm Gray – SMIRA Chair



# Questions - CMT

**Would it be possible to have hooped bicycle locks (the u-shaped ones that go into the ground are best rather than the type outside Starbucks) put in where the chip shop, Co-op and pub are? In addition, could additional places to lock bicycles be installed around the Dockside area? Currently if you have a bicycle, there is nowhere to lock it unless you lock it to a pole which is likely to be in an area of vegetation hence might damage the plants.**

The Lessees Regional Surveyor contacted on the 29th October suggesting cycle rack awaiting answer email again on the 6th Dec. CMT has bicycle rack in Shark Park and at the Community Centre and have plans to add at the estate office and Water Sports Centre as part of ongoing green initiatives.

**Is CMT responsible for lighting around St Marys Island? If so, the lights between the Blue Crane and the Marina bridge are frequently out. Recently at 8pm there was not a single light working. Also, the area between Dockhead Road and the Coop frequently has lights not working.**

This a question for Countryside Maritime Limited and Dockside outlet to answer as the lights between the Blue Crane and Marina are CML's to maintain (we understand the lights at the blue Crane have now been fixed). The Lights between the Coop and Dock Head road are Homes England / Outlet centres responsibility and have been disconnected due to construction work for safety.

**The Quays estate alone paid over £20 000 to CMT for the estate management in 2019. I would like clear understanding what CMT is spending development funds on since The Wharf already look after their own private road, has separate private security as well as cleaners and lighting which obviously cost hundreds of thousands of pounds through service charges.**

The South of the Basin (SOB) service charge also includes some mixed residential but mainly commercial, CMT maintain the 126-achers estate to include a number of privately owned road, infrastructure, monuments and other owned and maintain areas. The service charge is used to maintain all areas along with key service activities to include but not limited to Landscaping (Hard and soft) water safety, Health and safety Inspection, Security, Pest control and lease service charge matters.

# Questions - CMT

**Overgrown trees: Whilst my garden is directly suffering from loss of sunshine due to overgrowing trees, please clarify how close to the fence and how high trees are allowed. Please share generic communications with all households reminding covenant regulations and encourage CMT to monitor position without having individual homeowners to get involved. As far as I am aware trees blocking sunshine to my garden are higher than the roof of the house and could be easily spotted by CMT without need for an individual involvement. The risk of that size trees and damages it may cause during storms to neighbouring properties also should be considered.**

There is nothing in the Covenants or restrictions mentioning the height of trees, only that trees should be maintained.

**CMT website appears to be missing any info how to escalate official complaints. What is the official complaints procedure?**

Complaints procedure can be found at - [www.cmtrust.co.uk/wp-content/uploads/2020/09/Complaints-Procedure.pdf](http://www.cmtrust.co.uk/wp-content/uploads/2020/09/Complaints-Procedure.pdf). CMT have now updated their website with their new address.

**CMT board have put restrictions and is demanding consent and fees to use Astro turf. I am sorry but this is beyond ridiculous, house was built 20 years ago and CMT shall start considering attitude which allows owners to update property using latest materials without extra charges. Since board appears to have made number of decisions could CMT publish those on their website for everyone to see as I was not aware of any during purchase of the house. During purchase I signed 20 years old covenant which had no provisions regarding Astro turf.**

This is not accurate; permission has to be sought from CMT to make alterations which includes front gardens. We do not charge or indeed give consent for Artificial lawn in back gardens provided they are not put on a solid base and the lawn is permeable. There was no artificial lawns in gardens when the covenants were put in place and as such as these issues are raised and a decision needs to be made by the covenants group to what is acceptable for consent or not in order to preserve the street scene as much as possible. The Trustees agreed that artificial lawn is acceptable in front gardens provided all the planting is not removed, there needs to be a balance between artificial lawn and planting. A hedge at the front of the artificial lawn is preferable and would obtain consent. This can however vary depending on the sector of the Island and in areas where there are no build restrictions. The charge is for altering a front garden and not specifically for artificial lawn.

# Stakeholder Q&A – Medway Council

Malcolm Gray – SMIRA Chair



# Questions – Medway Council

**100 bus service on the Island. This service is no longer as frequent as it used to be, meaning that residents will often have to walk to Dockside or St Georges Centre to get a bus to the Waterfront bus station, and then often another service to get to the train station. Can the Councillors make a representation to Arriva directly to encourage a more frequent bus schedule for this service?**

The 100 Service from Arriva is fully commercial Monday to Friday and is regularly in the peak periods, and hourly off peak.

Medway Council supports an hourly service on Saturdays.

In the current covid-19 phase we are currently in, bus passengers have only returned to approximately 65% of pre pandemic numbers, and operators will do well to keep the current level of services running. It is very likely that services may need to be amended following the end of government BRG support, and also due to the ongoing driver shortages following Brexit, and drivers changing career to lorry drivers.

Medway Council is retendering our supported bus service contracts in the new year. Our current contracts have will expire in August 2022, and it is certain that we will see an uplift in prices.

Unfortunately, it is therefore very unlikely as things stand that there will be increases in frequency to the 100 service to and from St Mary's Island.

# Questions – Medway Council

**Solar thermal panels: As I had done extensive research there was not a single company willing to prepare application for Medway Council for an installation as nowhere else in the country households are asked to do so. Also, my existing hot water cylinder started leaking and heating failed hence I had to install new cylinder in the house. For obvious time pressing reasons house did not benefit from installation of solar thermal panels and will not contribute to green environment for another decade and maybe even longer. Too many loopholes to jump running refurb on 20 years old house. Something to consider if you would like to encourage energy efficient houses on the Island.**

**Thanks for your comments which have been noted and shared with the Climate Change Advisory Group. Please note Last month, during COP26, the Council hosted our first larger scale event on climate change with the community, held at Rochester Corn Exchange. The Council welcome more than 60 attendees for the evening. The event started with a 'Market Place', where attendees could speak to different teams from within the council, find out how they are involved with the Climate Change Action plan, ask any questions they might have, and provide their ideas and feedback directly to the team. We then opened the workshops with some background on what's happening in Medway, which was followed by discussions on tables about the key areas where the community should be focussed on and actions that can be taken to tackle climate change. You can find out about Medway Council's Climate Change initiative here [COP26 Summary](https://youtu.be/RsYEhiTTO38)  
<https://youtu.be/RsYEhiTTO38>**

# Questions – Medway Council

**Machine Shop: Endless planning applications are submitted during pandemic to generate extra traffic, nuisance, antisocial behaviour without appropriate security provisions, rubbish removal, toilet facilities for the venue visitors. Only this year we had two applications - one being a drive thru cinema and second for music venue - both of which aimed to use last remaining green space in the area for car park. Machine shop is accessed via the only road which St. Mary's Island residents use to get home and there is responsibility to maintain easy access to and from the Island for residents. Please ensure, that all future applications regarding Machine Shop are posted directly to every household on the Island and every apartment in Quays as that is affecting every single resident and wasting our time objecting these applications. Obviously, it is normally a case of neighbour flagging planning application since it is never actively flagged by Medway Council, Homes England, SMIRA or CMT.**

**There is already planning permission for Machine Shop No. 8 to be covered and used for leisure activities and the green space to become a car park.**

**I am reliably informed that the application referred to for a 'drive in movie' was an attempt to have some form of activity for people to do during lockdowns and restrictions. The application was based around drive in Pantomime and family movies. I was informed that due to changes in restrictions and Covid 19, the developer never actively pursued this as it was not a permitted activity.**

**Notwithstanding the plan for MS8 is to cover it, and for it become a leisure venue with car parking as allowed on the existing east side.**

# Questions – Medway Council

**There is a lot of rumour surrounding the current roadworks by the Medway tunnel. Firstly, are they on time and going to be finished as planned in Feb & secondly there is a strong rumour that once completed, works will then move to the next roundabout towards wainscot where even more major works will be conducted. Is this true?**

Thank you for your question regarding the Medway City Estate slip road works currently ongoing and the issues raised by the residents of St Marys Island. Whilst we do appreciate that the works are having an impact on traffic in the near vicinity to the work, the construction works are essential to alleviate significant queues for traffic looking to exit the Estate during the evening peak.

The temporary traffic management that is currently in place is the minimum required for the safety and welfare of not only the operatives carrying out the works, but also for the travelling public – both motorised and those choosing to walk or cycle. There will be some alteration to traffic management when works are required within the central reserve of Berwick Way, for example, and I intend to inform Councillors and update the wider public by updating the website and social media communications nearer the time. However, these safety measures, the 30 mph speed limit and the restriction of traffic to a single lane along Berwick Way, will remain in place until it is safe to adjust.

We do appreciate the continued patience of those who are unable to make alternative journeys to bypass the location of the works. In addition to traffic management we have in place to help alleviate congestion ([https://www.medway.gov.uk/info/200177/regeneration/675/medway\\_city\\_estate/2](https://www.medway.gov.uk/info/200177/regeneration/675/medway_city_estate/2)) we also continue to support more sustainable transport options, for those who are able to consider them, such as supported bus routes to the Estate ([https://www.medway.gov.uk/info/200161/travel/516/bus\\_timetables/1](https://www.medway.gov.uk/info/200161/travel/516/bus_timetables/1)) and Medway car share.

Regarding the works themselves, we hope to have the new slip road completed in early 2022. We thank you again for your question.

# Questions – Medway Council

**What is the Council's strategy to prevent the closure of Chatham Docks, and stop Peel Ports building thousands of flats, shops and offices on the site?**

**This is a matter of lively ongoing debate in the Council, and my intelligence tells me that majority of Councillors at Medway Council do not want to see Chatham Docks closed. Personally, I wish to see the Docks as a thriving business and I have made my position clear to colleagues.**

**When will road markings be put in place at the junctions of Augustus Way with Samphire Way and Wilkey Way?**

# Questions – Medway Council/Countryside

**A number of complaints have been raised in respect of dangerous and inconsiderate parking around atlas place and samphire way. Both SMIRA and CMT have raised with Medway Council these issues which to date, have received no positive response as the roads are not yet adopted. The most action that has been taken is a few parking tickets have been issued. The situation is becoming more critical as the ambulance service regularly is unable to park outside Atlas Place to reach residents. Who from Countryside and the Council is responsible for taking forward this issue and taking some action to address this?**

Countryside response:

We have in the past provided 'no parking' signage and traffic warden patrols at various times to manage this issue, but with little effect, with signage being removed by the public over time.

Given these roads are yet to be adopted by Medway Council, Countryside has limited ability to enforce any management controls over these roads. However in an attempt to address the issue of dangerous and inconsiderate parking around Atlas Place and Samphire Way, Countryside recently met with Medway Council to seek a more permanent solution to inappropriate parking in this area.

The outcome will result in Countryside installing eight bollards to the front of the Extracare Facility along Samphire Way to restrict the parking on pavement areas in this location, whilst maintaining access for ambulances. We are aiming to have these installed before Christmas which we hope will go some way to resolving the issue.

# Stakeholder Q&A – Maritime Health Partnership

Malcolm Gray – SMIRA Chair



# Questions – Maritime Health Partnership

## **Why has the new healthcare provider abandoned the use of LIVI?**

Thank you for providing the opportunity to respond on the use of Livi. Our ethos is centered around provision of personalised care delivered by a Health Care team invested in local people and as such Maritime Health Partnership delivers a model of Primary Care that does not rely on non-NHS 3rd party contractors to provide services

Listening to the feedback and voices of patients in respect of what they want from future provision of healthcare at St Mary's Island, we have shaped our services to respond to key areas important to local people.

You told us that continuity of care is important, and we have responded by ensuring we have a dedicated team of regular GPs, Nurses, Clinical Pharmacists and Physician Associates able to provide good quality care.

We have also engaged a full time Clinical Lead for St Mary's Island Surgery and I will be pleased to introduce Dr Claude Khan to SMIRA in the new year. Dr Khan is an experienced Lead GP with a special interest in Diabetes and as such will be hosting regular Specialist Diabetes Clinics as well as Group Education Sessions to support those with Pre-Diabetes as well as those with more complex care needs.

You told us you that timely, consistency of care is important: People want to see the same GP or healthcare practitioner when they need to and that the GP has access to up to date records, with enough time to discuss issues. Patients and families told us that high levels of locums and temporary staff at the surgeries doesn't work and has meant they have had to repeat their stories and that this sometimes has led to a lack of trust. Patients told us appointments have sometimes felt rushed leading to poor experience and follow up.

Therefore, we have developed a dedicated team with strong leadership able to work together and to the medical model. Over time we hope to build your trust and confidence and you will see flexibility in access across all mediums including face 2 face, triage consultation and eConsultation.

Similar to Livi, we also deliver remote consultations via video call with many of these being available into the evening and will continue to build on this.

We are here to deliver services that are safe, effective and responsive to the needs of local people and are committed to listening and responding.

Season's greetings to all, we wish you and yours a safe, happy and healthy 2022.

# Key Information – Maritime Health Partnership

## Flu Clinics

14.12.2021 St Mary's Island Surgery - 9am-10am  
17.12.2021 St Mary's Medical Centre – 4pm-5pm  
20.12.2021 St Mary's Island Surgery - 4pm-5pm  
29.12.2021 Pentagon Surgery Boots - 4pm-5pm

## COVID Clinics

Saturday 11.12.2021: 8am-1pm & 2pm-6pm St Mary's Medical Centre  
Sunday 12.12.2021: 9am-1pm & 2pm-5pm St Mary's Medical Centre  
Tuesday 14.12.2021: 8am-2pm St Mary's Medical Centre  
Wednesday 15.12.2021: 1pm-7pm St Mary's Medical Centre  
Thursday 16.12.2021: 8am-2pm St Mary's Medical Centre

# Q&A – Kelly Tolhurst

Malcolm Gray – SMIRA Chair

*10 min*



# 2022 Residents' Meeting Dates

Malcolm Gray – SMIRA Chair



# 2022 Resident Meeting Dates

Commencing at 8 pm – Community Centre

21 February 2022

25 April 2022

27 June 2022

19 September 2022

9 December 2022 (AGM)

## **2022 CMT Board Meetings**

The CMT Board meet six times a year. If you would like the SMIRA representative trustees to raise anything at the next CMT Board meeting please let us know and we will ensure your questions are put to the CMT trustees.

Thank you and close

