The Southdean Estate Limited

Summary of Committee Meeting
15 September 2026
Held at Middleton Sports Club

Present:

Spencer Aubrey **(SA)**
Steve McKie **(SM)**
Andrew Lubienski (**AL)**
Vicky Harris **(VH)**
Sarah Dakin (**SD)**
Laurie Beestone **(LB)**
Peter Stock **(PS)**
David Garn **(DG)**
Nick Trish **(NT)**

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1. **Apologies for absence**
   Apologies were received from Wendy Griffiths **(WG)**

2. **Approval of minutes of last meeting**
   The minutes were approved as an accurate record.

3. **Board meeting feedback**
   The Directors met on 3rd September 2026.
   WG has agreed to take on the role of Company Secretary and will be co-opted as a director prior to confirmation at the next AGM.
   Future Board meetings will be arranged before every other full committee meeting, and future actions include changing the authorisation for financial transactions, reviewing specific director's responsibilities, and updating the Company Articles of Association.

4. **Action Update**
   NT reported that the action to renew the pump electricity meter was completed on 19 August 2026.
   WG offered to review the guidance in the estate handbook.
   SM had received the only feedback, in favour of moving the AGM away from a Sunday morning. It was agreed to try an AGM on a Thursday evening, and that it should be moved to late April for a lighter evening time, with a 7:45pm start.
   PS said that a defibrillator would cost in the region of £900, with £500 for a case. Servicing would be circa. £100pa and there would be a small installation fee. **PS** would produce some location recommendations.

5. **Treasurer's report**
   AL had distributed a summary in advance of the meeting. He has sent reminders to all who still owe road rates and will send a final reminder, with notice of interest to be added, in December.

AL has submitted a new mandate to the bank, so that he will be the new "primary user" for online banking.

6. **Summer Party report**
   VH said that the event had been successful in terms of numbers attending and money raised for charity. She said that we needed a cut-off date for ticket sales next year and it was agreed that sales should close a week before the event to allow for accurate catering.

7. **Parking on the estate**
   It was noted several instances where residents were parking opposite each other in the roads, and on corners. It was agreed that this could restrict access for large vehicles, and particularly the emergency services. The limitations of insurance policies on private roads were mentioned, which residents who park inappropriately should be aware of. **WG** will have an article in the next newsletter to highlight the issues, including a reminder that there are no designated on-road parking spaces anywhere on the estate.

8. **Charity donations**
   It was asked if, as we have contributed to L'Arche for three years, it was time to support other ventures. Several charities were discussed and it was agreed to give £200 in support of fundraising by a family in Southdean Drive and to hold the remainder to add to Christmas proceeds for possible defibrillator purchase.

9. **Christmas Party – Date and venue**
   It was suggested exploring the possibility of using the Elmer Café this year, as they are now doing evening events. A date of Thursday 10th December 2026 was suggested and we will make enquiries.

10. **Any Other Business**

- Meeting summaries will be put on the website
- It was reported that the roundabout in Southdean Drive has now been repaired by the council.
- **PS** updated the committee on the neighbourhood watch scheme and that signs were going up. He confirmed that he was only covering Southdean Drive.

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- **PS** said that the closure of the Southdean Drive gate for the Middleton fete had worked well and it was agreed to consider this again in the future.

- **VH** mentioned the annual gate closure in the Southdean Close twitten on 1st November. This will be done.

- It was reported that the Southdean Drive twitten has two large areas of hardened cement which have been dumped there. The committee will attempt to ascertain who was responsible and get them to clear it away.

Date of next committee meeting: Thursday 5th November 2026.

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