

**AUTUMN BROOK  
SHREWSBURY**

**MINUTES OF THE MEETING HELD  
ON WEDNESDAY 16 AUGUST 2017 AT 4.00PM**

**Present:** Andy Nuttall, KWB Property Management Ltd (KWB)  
Various Residents (Residents)

KWB explained that the management company owns the two pieces of land as highlighted on a plan (available with other information at [www.kwbresidential.com](http://www.kwbresidential.com)), with one thin strip of grass and hedge along Arlington Way and another larger grassed area along the brook from Arlington Way to Alderbury Drive. This second parcel includes the bank down to the brook but excludes the tarmac driveways.

KWB advised that the open grassed area on the immediate left as you enter Woodvine Road is not owed by the management company and will be transferred to the local authority to manage. Missing sections of fence were noticed at the rear of this, near the brook and along the front knee-height fence and KWB will request Taylor Wimpey or the local authority arrange repair.

Residents confirmed that the walkway to Alderbury Drive was historically blocked off with the former Tesco site. The majority of residents prefer some form of access to Alderbury Drive but ideally restricting mis-use by those off the estate using Autumn Brook as a cut through. KWB outlined a proposal to extend the fence across the grass strip to reduce this opening and have contacted the county council to look at a 'kissing gate' or 'stile' instead of the bollard in the middle of the tarmac walkway in order to restrict bicycles and motorcycles. This area of tarmac leading to the end of Woodvine Road will be adopted by the local authority along with the main roads of Asquith Close and Woodvine Road and adjacent pavements. An additional extended knee-height fence will be installed where the private driveways meet the walkway to Alderbury Drive at the end of Woodvine Road.

KWB confirmed that the apartment block and section of the front car park is separately owned by Severnside Housing.

KWB plan to install further horizontal strips of wood to the middle of the fence along the brook to restrict access from children, footballs etc to the bank behind. Signs will also be installed warning that no access is permitted beyond this point due to health and safety risks and a lower wood strip on the section near the end of Woodvine Road where the level drops.

KWB confirmed that the management company are responsible for seven private lampposts on the estate, with all others on the public roads and pavements becoming the responsibility of the local authority. Four of these are along the grassed area near the brook, one on the strip near Arlington Way and two in the parking area near the apartment block. Taylor Wimpey needs to complete the installation of lighting confirm the location of meters and any historic electricity recharges. KWB will begin maintenance and electricity charges from this point. Residents asked if some lights can be on timers in order to reduce costs. However, some are on solar power and LED lights which will already provide low running costs and light during the darker hours.

KWB outlined plans to re-tender the landscaping contract with local contractors in addition to the current contractor, any suggestions to be forwarded to KWB. A specification and basis will be confirmed and communicated.

Some residents highlighted that additional plants and trees have been placed on the land near the brook which restricts access. KWB confirmed that no additional planting is permitted by residents without management company consent.

Additional project works can be considered in future including changing areas of communal grass to solid or gravel surface in order to reduce ongoing maintenance costs and an additional boundary fence between the private driveways and grassed area along the brook.

KWB explained the differing land ownerships near the brook. All private driveways are owned by the respective properties to their front and, therefore, no access is permitted on these without the owner's permission. The grassed areas which back onto the brook are communal managed areas and all plot owners on the estate having the right to use these.

KWB explained their decision to install a higher fence in the middle of the grassed near the brook in order to prevent access for those off the estate using this as a cut-through from Alderbury Drive to Arlington Way. This was for the benefit of all residents on the estate longer term and a result of various nuisances being reported to KWB and the police. Residents expressed their frustration about not knowing about this and KWB acknowledged that clearer and up-front communication was required going forward. KWB confirmed that this cost is within the management charge. However, KWB are in discussion with Taylor Wimpey to agree additional cost savings including historic maintenance costs on behalf of the management company up until KWB's direct involvement in mid-2016. Such savings will then be offset against additional fence costs. KWB confirmed that any maintenance and repair costs by Taylor Wimpey after plots were sold can be charged to each plot owner on behalf of the management company.

KWB suggested installation of a gate in this new fence to permit residents on the estate to access and use the whole area. All agreed that a digi-lock as the best form of security with the ability to re-issue this number to residents if mistakenly circulated to others off the estate as keys can be easily copied or lost. All discussed whether such a locked gate could be on the boundary with Alderbury Drive but this is not management company land and may still need to permit public access. Residents confirmed that an ideal longer term solution was for the local authority to open a separate walkway on the other side of the brook.

**POST MEETING NOTE:** A KWB representative has since inspected the fence and confirmed a decision was made to delay any further gate works until communication with all residents and all options are considered. Other long term solutions include a stile or a separate gateway on the pedestrian walkway to Alderbury Drive.

Residents raised concerns over not knowing what costs were being incurred and the service charge budget being too high. KWB advised that costs up to the end of 2015 had already been credited off and 2016 accounts will be issued once historic costs with Taylor Wimpey are confirmed. Amended details will then be issued which may provide reduced charges going forward, with the eventual goal of annual updates and accounts that have been certified by an external accountant.



**POST MEETING NOTE:** KWB are meeting Taylor Wimpey mid-November to determine outstanding issues.

KWB confirmed that they are able to discuss directly with residents regarding their own accounts and particular concerns.