

Landmark Place (Management) Limited

Minutes of a Meeting of the Board of Directors held at Landmark Place on Monday 27th October 2008 at 6:30p.m.

Present: Graham Winter (Chair)
Andrew Crossey (Vice Chair)
Denis D'Auria
Teresa Dominquez

Apologies: None

1. Appointment of Chair / Vice Chair.

Graham Winter was appointed as Chair and Andrew Crossey as Vice Chair.

2. Mr Robin Alldred.

It was understood that Robin Alldred was no longer working for the Mainstay Group and the Chair had been unable to obtain alternative contact details prior to the meeting.

3. Appointment of Additional Directors.

It had been confirmed that only five of the eight original volunteer directors had been officially appointed during the "hand over" process that took place on 10th July at the offices of Shoosmiths solicitors. Those present expressed their regret that three of the volunteers had not been appointed, as it was felt that it was Mainstay's loss of their Companies House forms that was principally to blame. The Chair then advised that a letter had since been received from another leaseholder expressing his willingness to serve.

Consideration was given to the appointment of all four as directors with immediate effect. However, it was collectively felt that as the whole hand over process had been so poorly administered, neither the existing nor any proposed directors could consequently consider themselves to be fully mandated.

It was resolved that an EGM to either ratify or appoint existing or new directors be convened at the earliest possible opportunity.

4. Helmont House Planning Application.

A full planning application had been submitted to the Council by the new owners of neighbouring Helmont House, seeking permission to convert and extend part of that building into a hotel and restaurant. It was noted that the application made some reference to improvement works affecting the adjacent shared piazza area. The precise ownership of the piazza area had yet to be established, but anecdotal evidence suggested that Landmark Place (Management) Limited was at least partly responsible for maintenance of the same.

It was understood that subsequent to the recent hand over all company documentation had been sent to Mainstay direct, so Mainstay had been requested to supply full details of ownership and/or maintaining obligations to enable the directors to submit their fully considered response to the planners. That information had not yet been forthcoming.

Following a short discussion, it was agreed that the Belmont House application be welcomed in principle, but given the lack of supporting information available to the directors, only a qualified response would now be possible if the Council's 29th October consultation process deadline were to be met.

The Chair undertook to submit such a response on behalf of the board.

5. Company Information.

The Belmont House application highlighted the lack of key information available to the directors thus far. The Chair advised that despite his pre-hand over request to Shoosmiths for sight of all relevant company, contractual and building information, the supporting paperwork had instead been forwarded to Mainstay direct. As such, discussion centred on what information should typically be available to the directors if they were to properly fulfil their own responsibilities, to which end a non-exhaustive schedule was considered and agreed.

It was resolved that the Chair write to Mainstay formally requesting the required information accordingly.

6. Next Meeting.

A meeting with Mainstay's Helen Solsberg in attendance was scheduled to be held on 28th October in Andrew Crossey's apartment.