

Minutes of the Langdale Owners' Club Committee Meeting Held via Teams on Friday 7 February 2025 at 0930 Hours

Present: *Elected Committee Members*
Mr K Bird (Chair) (KB)
Mrs P Gorst (PG)
Mr P Symonds (PS)
Management Company Appointed Members
Mr M Coletta (MC)
Mr S Simpson (SRS)

In attendance: Morgan Bell (MB), Timeshare Operations Manager
Gary Dixon (GD), Owners Relations Manager
Richard Salisbury (RSa), Facilities Operations Manager
Richard Smith (RS), LOP Board Observer
Mrs S Spencer (SS), LLL Finance Director

KB opened the meeting and welcomed PS to his first meeting as an elected Committee member, SRS as the newly appointed Management Company member and RS who was representing LOP as an observer.

KB then asked the Committee if it was content for him to continue as Chair and this was agreed unanimously.

1. Apologies for

absence: None.

2. Approval of minutes

a. The Minutes of the committee meeting held on 15 November 2024 were approved. It was agreed that the Chair's signature would be added digitally to approved minutes.

b. Matters Arising and Action Tracker Update – KB led a review of the action tracker as follows:

(1) *Energy Meter Monitoring Systems* –KB confirmed that he had discussed progress of this with Ian Hamilton and that a test will be launched in February. **Action: IH/MB/RSa**

(2) *Sofas* – The output of the sofa survey had been circulated to the Committee in advance. There was general agreement that the exercise had not produced any results that could inform the Committee on how best to proceed. It was therefore agreed that armed with the feedback, MB should approach a number of sofa manufacturers and seek to identify one that can assist the Club in meeting the demands of Owners. **Action: MB**

A summary of the survey is to be produced for inclusion in Views. **Action: MB**

(3) *Pétanque* – pending.

- (4) *Maintenance Tracking System* – A new system has been identified and a new target date of the end of April for its introduction into the operation has been set. **Action: RSa**
- (5) *Policy Regarding Support Animals* – A policy has been produced. Implementation has been delayed while a legal challenge is investigated further. **Action: MC**
- (6) *Elterwater Hall Bedrooms Light Refurbishment* – Bell & Swift are to be asked again for a budget for their services to assist with the redesign. **Action: MB**
- (7) *No Hot Items Notice* – Attaching the notices to the tables using the system that had been identified is shattering the notices, so another solution is being pursued. **Action: RSaa**
- (8) *Windows Survey* – A contractor is being brought to site to assess the requirements and provide a quote to complete the work. There are only 6 window frame replacements required. **Action: RSaa**
- (9) *Wood closure* – The Trim Trail work has progressed at pace and will be completed in the next few weeks. The cost of the work is to be advised to the Committee. **Action: MB**
- (10) *Waste Management System* – It was agreed that the first stage of the recycling changes would be to introduce suitable recycling receptacles into the properties themselves and start collecting recycling during the week. The increase in recycling points is being revisited as it may not be necessary **Action: MB**
- (11) *Management Fee Apportionment* – A target of September for completion of this exercise was set. **Action: IH/SS**
- (12) *Timeshare welcome papers suite* – KB confirmed that most of the papers from an LOC perspective had been created and that R Crook and S Tetlow were working on the LOP section.
- (13) *Balcony Furniture* – MC confirmed that cushions had been purchased at a cost to LLL and that these would be maintained at a cost to LLL as and when, until the furniture is replaced.
- (14) *Potholes (Lodges 68 & 69)* – The Committee approved the tarmacking of the area outside of these properties. **Action: MB**
- (15) *Surplus Funds* – SS confirmed that the funds would be placed at 1.74% once the account has been set up by Barclays. **Action: SS**
- KB asked the Committee to consider investing in Gilts and would revisit this with the Committee at a later date. **Action: KB**
- (16) *2025 Summer Meeting* – MB had shared the information provided by Dan Visser, but the Committee requested additional locations to be identified in time for 27 February 2025 call. A budget of between £6-7k was set. **Action: MB**

3. Finance

a. Management Accounts

SS had distributed the accounts to the end of period 8 and there were no questions raised.

b. Reserve Fund

An updated year end forecast had been placed in the Committee folder in advance of the meeting. A review identified the need to place an order for a second round of drying cabinets and the Committee approved this order.

c. Management Fee

A meeting at 0930 hours on Thursday 27 February 2025 was agreed to approve the 2025/26 Management Fee levels. This should allow for the Management Fee billing to start at the beginning of March.

4. Services

a. Quarterly Reporting

The 2024 Q4 reports had been placed in the Teams channel. There was nothing discussed.

b. Guest Feedback and Reporting

KB queried the continuing number of guest comments about carpets and MB confirmed that these were now being replaced as and when necessary.

5. Maintenance

a. Health and Safety

MC confirmed that the next H&S quarterly meeting was not taking place until 28 February but highlighted a number of issues that had arisen since the last meeting.

Storm Eoin had brought 2 trees down on the estate, the most concerning being near lodge 80 when a tree landed on the gas tank compound. A disastrous outcome was averted due to the fencing breaking the fall of the tree, but this has highlighted a serious risk around the gas compounds and tree felling would be taking place to remove the risk. The second tree had landed on a lodge but had caused minimal damage.

MC had presented reports on fire risks identified at Elterwater Hall and at Chapel Stile (saunas). After discussion the following was agreed.

- EWH 4 would have a new fire escape and window installed, together with fire detection in the entrance area next to the drying cabinet. **Action: RSa**
- All saunas will be decommissioned pending a report from the Management Company on all possible solutions and the associated costs. An e mail will be issued to all affected Owners. **Action: MC/MB/RS**

- The risk posed by the location of boilers is to be quantified, evaluated and costs and solutions presented to the Committee for a decision. **Action: MB/RS**
- Enviroguard will be invited to discuss the inclusion of the lodges in the estate contract. **Action: MC/MB/RS**

MC raised his concerns regarding the Trim Trail and the risk that this now presents the Club with given that this is a wooded area. SS suggested that during heavy storms signage is placed advising that the trail is closed. **Action: MB**

b. Property Maintenance

The annual works continue and there was nothing of note discussed.

During the maintenance week for L21, it was discovered that the supporting beam had rotted due to a long-term microscopic water leak in a pipe. This resulted in the property being uninhabitable from late December until the end of January 2025 while repairs were completed. There has been a successful insurance claim.

c. Estate Maintenance

The potholes and Storm Eoin had been discussed elsewhere.

d. Inventory

MB explained that the existing Panasonic TVs are no longer produced and that following an assessment by I Hamilton, that any failing sets in future would be replaced by Hisense 42" models, subject to finding a solution to the stand. **Action: MB**

Following discussions regarding missing inventory the Committee requested that high value items be checked on a weekly basis. **Action: MB**

6. Projects

a. Projects 2024-2025

Beckside and Brackens – A gap analysis has now been produced, and the next step is to convene a meeting in Langdale with the Quantity Surveyors, interior designers, the lowest tender, Langdale Management, A James, and KB. PG requested that she be included via a remote connection and other Committee members were welcome to attend if available. **Action: MC**

b. Long Term Refurbishment Planning

This remains as an objective.

7. Committee

a. Meetings

2025 Summer Meeting – refer to 2b. (19).

2025 Committee Meetings – the dates and format of the meetings already confirmed are:

- 23 May 1400 hours in Langdale
- 29 August 1400 hours in Langdale
- 14 November 1400 hours in Langdale

b. Rules

The Committee approved the adoption of Rule B13 which related to EV charging, as follows:

Owners are prohibited from charging electric vehicles (EV) unless they are using the manufacturer's cable in isolation i.e. there are no other cables being introduced between the power source in the timeshare property and the EV.

c. Committee Membership

KB raised the question of future Committee membership, highlighting that under the constitution he would be the next to step down in late 2026. A discussion regarding the length of time from being invited for consideration for the Committee and taking up a post, revealed that this is too long a period and therefore it was agreed that recruitment would be deferred until early 2026. SRS commented that he thought it would be beneficial for Committee candidates to shadow the work of the Committee in the run up to their becoming members.

d. Timeshare Organisations Relationships

MC advised that the annual EUROCC conference would be held in Langdale on 18 March 2025. KB confirmed that he would attend for the day.

The Committee were advised that the RCI Gold Crown status had been retained again this year.

e. Owner Specific Facilities

There was nothing to report.

f. Policy

Refer to 2(b) (5).

g. Sponsorship

KB advised there had been no contact from Brathay and therefore asked the team in Langdale to present similar charities for consideration. **Action: MB**

h. Environment and Community

There was nothing to report.

i. Surrender Scheme

Following the receipt of a week that carried a share, a review of the LOP process was requested and has been clarified. An updated flow chart for the Committee is to be circulated once complete. **Action: MC**

It was agreed that for all future sales, LLL will take the negotiation to the point where final agreement is required by the Committee, based on LLL's recommendation.

j. Lease Amendment

KB confirmed that this is progressing, albeit slowly.

k. Partners Lodge

MC confirmed that LOP had discussed the funding and construction of a new lodge that would benefit LOC with the long-term refurbishment plan and that he would be tabling it with the Board of LOP on 1 March.

8. Communication

a. Owners Communications

There was nothing discussed. KB advised that this section would be moved to the "Services" section in future agendas.

b. Communications Review

PG confirmed that the way forward with the review had been agreed and that DV had circulated the current methods of communication.

After discussion it was agreed the Committee would circulate a short questionnaire to all Owners to understand their views on current systems and any improvements or additions that could be made. **Action: PG/MB**

PG further highlighted the need for a specific review of the LOC website once the results of the questionnaire were available. **Action: All**

PG agreed to prepare a short item for Views highlighting the Communications Review. **Action: PG.**

c. Owners' Website

PG requested that the following items be added to the website:

- 2024 Leisure Club Roof Project
- Langdale Waste Management Review
- Timeshare Housekeeping Update
- Lodge Owners' Dinner is Returning

Action: MB

d. Views

PG suggested some changes to the draft that had been previously circulated, including the need for all articles to show their author. A discussion regarding the content and changes required took place and a second draft will be circulated prior to agreement of the publication at the meeting on the 27th February. **Action: PG, MB, MC, KB**

e. Regulatory Issues

MC advised the Committee that in light of the recent events relating to lodge 21 (damage to supporting beam) he had been reviewing the insurances in place and believed that the policy needs to change to provide the Owners Club with the correct insurance. Currently LOC sits under the main LLL policy and going forward this will need to be a separate policy. This may increase costs. MC will keep the Committee advised. **Action: MC**

9. Any other Business

There was no AOB.

10. Members Only Business

a. Cancelled Members

It was confirmed that the cancellation of the two members put forward at the previous meeting was going ahead.

SS also advised that a further Owner was under review as they are awaiting probate.

Date of Next Meeting

It was noted that the next meeting would take place in Langdale on 23 May 2025 1400 hours.

The meeting concluded at 1301 hours with a vote of thanks to the Chair.

Kit Bird