

**ELMER SANDS LTD (ESL)
MINUTES OF THE 88TH ANNUAL
GENERAL MEETING**

**HELD AT 2.30PM ON SATURDAY 9th May 2026
THE JUBILEE HALL, MIDDLETON-ON-SEA**

Registered Attendance = 24 people
Votes issued (one per member property) = 17
Proxy votes issued (one per member property) = 5
Total authorised member votes at AGM = 22

In attendance: The Directors – Colin Bernhardt, John Kirby, Linda Smith, Jo Wright
Company Secretary – Kim Edden, Treasurer - Judith Bradford

Colin Bernhardt in the Chair.

Item 1: Welcome and Apologies

The Chairman welcomed everyone to the meeting.

Apologies were received from:

ESL Directors – Myra Miller and Tim Wright
ESL Members - Evelyn & Michael Blacker, Bella Amiston, Graeme & Louise
McMurchie, Pamela Godfrey and Michelle Wetton

The following business was conducted:

Item 2: To Accept the Minutes of the Annual General Meeting held on 10th May 2025.

Proposed by Stuart Hammond, Seconded by Linda Smith. Approved.

Item 3: To Accept the Accounts of the Company for the year to 31st December 2025

Proposed by Bob Miller, Seconded by John Kirby. Approved.

Item 4: To Appoint PKR Accounting Techniques as Accountants to the Company

Members were advised of the increase to PKR Accountancy fees – additional £50 annually to be fixed for a three-year term – approved by Council.

Proposed by Linda Smith, Seconded by Jo Wright. Approved.

Item 5: Election of Council Members

The Chairman referred to the Directors who had retired over the past year, making special mention of Saz Trebble (in memoriam) and reporting on the success of the Trebble family's Easter Family Event on The Hard which had raised £1,025.00 for St Wilfrid's Hospice.

Members were advised that a third of the Council must retire by rotation annually.

Existing Council Members: Colin Bernhardt, John Kirby, Myra Miller, Linda Smith, Tim Wright, Jo Wright.

Retiring Council Members: John Kirby and Tim Wright.

New nominations for Council: None.

Automatic Re-election of retiring Directors: 11 available places on the Council. Retiring directors John Kirby and Tim Wright will continue by automatic re-election in accordance with Article 41.

Item 6: Proposals for Amendments to the Articles of Association. Advance Notice distributed to Members with the Annual Report and Accounts and Notice of the AGM.

Special Resolution 1.

Memorandum of Association - amendment to Article 3(b)

By Special Resolution requiring 75% vote from Members in attendance or by proxy.

Addition of Guests:

3(b) To establish, maintain and conduct a Social and Sports Club for the members of Elmer Sands Ltd and their guests and generally to afford to them all the usual privileges, advantages and facilities of a Social and Sports Club.

21 for, 1 against (proxy). Special Resolution Passed.

Special Resolution 2.

Articles of Association - amendment to Article 2

By Special Resolution requiring 75% vote from Members in attendance or by proxy.

Introduction of a Registration Fee for new members:

2) Any person applying to become a member of Elmer Sands Ltd. must complete and sign the application form provided. Once the Registration Fee prescribed by the Council has been paid, that person will be entered on the register of members.

22 for, 0 against. Special Resolution Passed.

Management of the Estate:

SEA DEFENCES – Presented by Director Linda Smith

Members were given an overview of the history of the Elmer Sands Sea Defences (Appendix I) and advised of the work consistently carried out by the ESL Council and volunteers to monitor the condition of the beach and sea defences, liaising with the Environment Agency to protect residents, their assets and the ESL assets against the threat of flooding from the sea.

Members were then shown a series of slides illustrating the 7th rock island extension project due to start in August 2026. For further details of the project, members were encouraged to attend one of the two EA Public Meetings scheduled for 16th and 21st May (Poster displayed).

SURFACE WATER DRAINAGE AND FLOOD MANAGEMENT – Presented by Directors Linda Smith and Jo Wright

The Team explained their work to monitor and maintain the Estate's surface water drainage system and protect residents, their assets and the ESL assets against the threat of surface water flooding.

Work includes annual jetting of the Estate's surface water drain system, ditch management, engagement with Southern Water (foul sewer system), riparian owners and relevant agencies, planning authorities and voluntary community groups.

A map of the existing surface water drainage system for the Estate was displayed highlighting that not all areas of the estate are connected to a system. The Team explained the importance of retaining the grass verges to absorb surface water and the Chairman noted that because the outfalls have been extended, there is a shorter window for surface water discharge into the sea.

Members were advised that the Parish Council recently donated a water pump to ESL which will be loaned to members should there be any future incidents of surface water flooding. It was also noted that the Team is currently reviewing the Estate 'Emergency Contingency Plan'.

PLANNING AND DEVELOPMENT – Presented by Director Jo Wright

An overview of the ESL objectives was given to Members, focusing on key issues arising from the development of Elmer Sands properties, such as the surface water run-off from additional roofed areas, property frontage amendments to facilitate additional parking and the current legislation for surface water drainage. Members were also reminded that ESL has a process in place for property development site compliance and property frontage amendment applications requiring a license for the loan of ESL land (grass verge) where applicable.

A Member enquired about tree planting on the grass verges to assist with the ground water drainage and was advised that ESL has a license application process for planting and could provide a list of suitable species. It was noted that root growth must not impede existing surface drainage systems.

GROUNDS AND GARDEN MAINTENANCE – Presented by Director Linda Smith

The Secretary noted that Director Myra Miller was a key member of the Grounds Management Team and was sorry not be able to attend the AGM and participate in the presentation to members this year.

On behalf of the Team managing all aspects of grounds maintenance, Director Linda Smith presented details of two recent projects -

Hedge Planting - A successful application to the Woodland Trust for 420 free saplings to enable a hedge to be planted in front of the rear playing field fence. The hedge is a mix of wild harvest and year-round colour encouraging birds and wildlife, eventually to replace the deteriorating wooden fence. Thanks were noted to everyone who assisted with the hedge planting project and to members Vickie and John Kirby for continuing to routinely repair the wooden fence panels as needed.

Wooden Step Repairs - A successful application to the King Charles III Coast Path resulted in 2/3 funding to repair the treads and handrail of the wooden steps leading down to the beach. 'Before' and 'After' photographs were displayed for members and it was noted that some further work was now needed on the newly exposed lower step section exposed by subsequent storms.

ESTATE SIGNAGE REVIEW – Presented by the Company Secretary

The Secretary advised Members that subject to other Estate management matters having to take a higher priority, a Team of Directors had been working over the past year to carry out a review of all Estate signage as pledged at the 2025 AGM.

The Team's objective is to standardize and simplify signage throughout the Estate, with particular focus on Estate Entrance refurbishment.

Members were shown examples of the Artwork which is now ready to submit to sign makers for quotations.

ROAD MAINTENANCE – Presented by Chairman Colin Bernhardt

The Chairman advised Members that, mindful of the increasing cost of tarmac linked to oil prices, the ESL Council has allocated as much money as possible for contractor repairs this year. He stressed that for optimum benefit the work had to be carried out in dry weather. Recent works included large areas of patching identified in Elmer Close, Sea Way, Ancton Way and Norfolk Way. Smaller shallow potholes throughout the Estate have been repaired with cold tarmac. Members were shown photographs of the main areas of road repairs.

PARKING CONTROL – presented by Chairman Colin Bernhardt

The Chairman summarized the current work of the Team to manage unauthorized parking on the Estate with seasonal focus on the beach access area located as a One Parking Solution (OPS) unauthorized parking charge 'zone'. Members were advised that the weekend closure of The Layne entrance will continue as before in conjunction with Security Guarding on the Manor Way entrance. There was some discussion with questions and answers regarding the OPS system including the company's unsatisfactory signage installation which ESL is currently reviewing.

ESL SOCIAL EVENTS – presented by Director Jo Wright

On behalf of the ESL Team, Director Jo Wright presented details of the next social event for members and their guests - Sunday 24th May 'Boules Competition' at the Kiosk and Playing Field. A poster was displayed noting there will be eg Craft Stalls, Punch and Judy and Magic Shows, plus Street Food Vendors, a Bar and Toilets will be available. Members were invited to donate 'bottles' for the Tombola and to enter the Boule Competition if they hadn't already done so. Air Ambulance and other charities will be present at the event and a donation to the Sussex Snowdrop Trust is to be made with proceeds.

Item 8: Issues Raised in Advance by Members (previously submitted in writing):

Member Question (Pamela Godfrey) – Will the Council consider charging holiday lets higher membership fees?

ESL Council Response Displayed – “Currently, no, the council is not considering charging members a higher fee if they use their property for Holiday Lets. The rationale for this is that we believe it would be difficult to establish a fair and efficient process for categorising the Lets on an individual basis, without access to private data stating the number of individual Lets being contracted and the specific number of people using the property for each duration. Nonetheless, if you wish to suggest such a process, we will give it consideration. We always welcome and encourage Resident engagement with the Estate management and thank you for submitting your question.”

Member Request (Bob Harvey) – To highlight the increase in sales canvassing on Elmer Sands

ESL Council Response Displayed – “Members are encouraged to: display deterrent signage at their own property (available free from Trading Standards), contact companies and organisations who drop unwanted flyers at their property, remove unauthorised commercial business notices pinned up on ESL private property, report canvassing incidents to Police if applicable. ESL new Estate entrance signage is in progress to include a canvassing deterrent.”

Item 9: Any Other Business:

Member Rev. William Marston expressed his gratitude for the good work of the ESL Team and thanked all involved.

In summary the Chairman told Members that the primary focus of the ESL Council is to maintain the Estate and encourage a sense of community. He thanked the ESL Team and everyone for attending the meeting and expressed particular thanks to Vickie Kirby and Heather Calvert for providing their homemade cakes and refreshments for everyone.

The meeting closed at 3.30pm

Appendix I attached