

# Church Street (Maidstone) Management Company



## AGENDA

**Directors' Meeting, 7pm, Monday 25<sup>th</sup> January 2016**  
**Venue: 4 Brockman Place, Maidstone**

1. Welcome and Apologies
2. Approval of previous Minutes, 23<sup>rd</sup> November 2015.
3. Financial Statement – current account balance. Income/expenditure to date. Free banking
4. MacIntyre Hudson - account costs and update re letters to Higgins and Countrywide concerning refunds to CSMC
5. Service charge update
6. Directors' Roles & Responsibilities, FAQs update
7. AGM December 2015. Minutes of the Meeting – sign off, dissemination (on/offline)
8. Information Pack for Residents (publication of bin store codes, dissemination – on/offline)
9. Legal Pack update (information on website, password protection)
10. South East Water – water meter update
11. Parking: Extra spaces (planning permission, marketing)
12. Site Issues. Ragstone posts. Fairfax basement. Brockman bin store to Bike Shelter? Other.
13. Painting & decorating schedule for 2016
14. Date of next meeting
15. AOB and Close

**Church Street (Maidstone) Management Company Limited**  
Cornwallis House, Pudding Lane, Maidstone, ME14 1NH

**Telephone:** 01622 61 61 81  
**Website:** [www.theoldhospitalmaidstone.co.uk](http://www.theoldhospitalmaidstone.co.uk)  
**Email:** [office@theoldhospitalmaidstone.co.uk](mailto:office@theoldhospitalmaidstone.co.uk)  
**Company Number:** 06545435