



Delamere Park Management Limited

Registered Office:
Delamere Park Residents' Club
59 Delamere Parkway West
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Cheshire CW8 2UJ
Telephone 01606 212523
Registered in England No. 1013623

DPML Trustee Meeting 12th January 2026 - Minutes

Attendees-

Steve Parsons (SP)
Zoe Glendenning (ZG)
Karen Greenfield (KG)
Louise Haynes (LH)
Julian key (JK)
Tim Cookson (TC)

Apologies: n/a

1. Declarations of interest

No Declarations of interest were noted from the Trustees or TC in this meeting or actions from previous.

2. Declaration of Acceptance of Trust Deed follow up

All documentation has duly been signed and returned to the office by new trustees.

3. Ratification of the Minutes from 2nd December 2025 Trustee Meeting Trustee Meeting

The Trustees approved the minutes from 2nd December 2025.

4 DPML Project Plan

Post the meeting of the 19th December 2025. JK had put together a progression project plan. Trustees discussed the acceptance of the plan. Further discussion was made in relation to the creation of a document to invite plot holders to share expertise and volunteer.

5. Soler panels costings

JK reported back on his findings in relation to the installation of soler panels, the costings and the long term benefits to plot holders. Agreement was made JK was to go away and find out an answer to a few more questions and a town hall would be called to make residents aware of the potential plan savings and costings.

5. IT modernisation

LH shared information on teams set up for cloud hosting. New website is being tested, and office staff have been made aware of potential change to be made in relation to online booking forms. KG spoke in relation to finance package upgrades and ongoing research.

6. Resident Communications

Resident communications was discussed. The use of Facebook and Instagram. The two Facebook pages and how they link. The discussion that to also use email communications moving forward and to explore a one off printed communication in relation to promoting communication paths.

7. TPO's

TPO's and the maps they sit on was discussed. It was brought to light that Cheshire west plans were not all accurate. TC was going to see if more information re the trees with TPO's could be collected.

8. Swimming Lessons

KG updated trustees on swimming lessons and new documentation that KG had worked and had shared pre meeting on and was to be put in place, in relation to language and attendance of lessons.

9. Property Change Requests

TC has been handling these, and any requiring Trustee input have been approved if appropriate.

10. Open Tickets

The Trustees discussed the open tickets, maintenance requirements and actions.

13. Staff issues

Assistant Bar managers return to work was noted. The option of apprentices was discussed. LS absence due to an operation was noted.

13. Bar Issues

Staffing continues to be an issue. Use of staffing for events was discussed. Cleaning of kitchen and room was noted as a challenge post events. Pizza sales was discussed it was noted that all future sales would take place outside for health and safety issues. ZG provided guidance on this.

13. Succession plan for Chair

This meeting was the last of the current chair SP. Trustees thanked him for his commitment and time over the years. A conversation was had and JK was selected to be the chair moving forward.

13. Handover

SP noted any outstanding issues he was working on and handed then over to the current board of trustees.

14. AOB

Fibre to be followed up with Fusion fibre.

Meeting to be set up with squirrels as a check in post contract sign.

Date of next meeting to be Monday 9th February at 5pm