

Minutes of Westmooring Gardens Limited, Annual General Meeting

Date of Meeting: 15th October 2025

Attendance: 43 Persons of which 10 Directors were present.

Directors: C. Yuille-Chairman, M. C. Maxwell-Secretary, R. Date-Lot Owner, A. Marajh-Lot Owner, C. Uhre-Admiral Court, D. Lloyd-Commodore Court, E. Salvatori-Crossbay Court, G. Aboud-Porto Villas(late), L. De Suze-Schooner Court, and J. Khan-The Western Keys

Absent: 4 Persons - J. Isav-Lot Owner, N. Camacho-Dolphin Court, S. Charles-Coral Court and D. Xavier-Stratford Court

Location: Windsurf Park, Windsurf Road East, Westmoorings by-the-Sea

Meeting started 6:06 p.m.

1. Welcome and Introduction – Mr. C. Yuille welcomed and thanked everyone for attending. He then introduced the head table (the Board of Directors) to the audience. Mr. Yuille informed the membership that the Westmoorings Gardens Limited Board is comprised of nine Service Companies and five Lot Owners. He noted that not all of the townhouse owners or their representative on Westmoorings Garden Limited Board were all present at the meeting. Mr. Yuille further commented that this lack of full participation poses challenges when trying to accomplish certain objectives. He expressed his sincere appreciation to the owners who took the time to attend the meeting.
2. Apologies were received from Neisha Camacho - Director of Dolphin Court Ltd, Darrell Xavier - Director of Stratford Court Ltd, Joel Isava - Lot Owners Director, Andrew Maingot - Lot Owner, Nicole Galt - Lot Owner and Barbara Boland -Townhouse Owner.
3. Confirmation of Minutes, Annual General Meeting held on 02 October 2025 – C. Yuille noted that the minutes were posted on our website, and he asked if anyone had any questions or concerns. With no comments from the floor a motion was raised to confirm the minutes. K. Kenny confirmed, and K. Pitman seconded.
4. Matters arising from the minutes - No Matters was raised.
5. Chairman's Report: Mr. Yuille's delivered his report (see attached).
6. Appointment of Directors: The Chairman advised that himself - Charles Yuille, Mary Cathy Maxwell and Robert Date are in rotation and therefore are retiring as Directors. All are offering themselves for re-election. He then asked for any volunteers for new Directors and any objections for the Directors offering themselves for re-election. No volunteer nor objections were received.

Kelvin Pitman nominated Charles Yuille to serve as a Director and Bliss Seepersad seconded. No objections were received.

Kelvin Pitman nominated Mary Cathy Maxwell to serve as a Director and Bliss Seepersad seconded. No objections were received.

Kelvin Pitman nominated Robert Date to serve as a Director and Bliss Seepersad seconded. No objections were received.

7. Adoption of the Auditors Report for the year ending 31st December 2024 – C. Yuille asked the members if they had any questions regarding the financial report for reporting years. With no questions/concerns raised, B. Seepersad moved motion to adopt the report which C. Murray second.
8. Re-appointment of Auditors – The Chairman advised that the board is very pleased with the services of R. S. Baboolal and Company and recommends that they be re-appointed as the Auditors for WGL. He asked the members if they have any issues to our recommendation, with no objection from the floor, B. Seepersad moved reappoint R. S. Baboolal and Company and C. Murray second.
9. Open Discussion of Gating of Neighbourhood/Windsurf Park – C. Yuille advised the members that a simple survey was conducted via WhatsApp to gather homeowners' views on gating the neighbourhood and their willingness to pay an increased fee. While the majority of respondents supported the idea of gating, opinions were mixed regarding the payment of higher fees. The chairman then asked the members by a show of hands if they had to pay an additional \$100.00 a month for gating would they pay it, most members (approximately 80%) raised their hands.

Mr. C. Yuille shared the high-level plan for the proposed gating of the neighbourhood, which involves using technology to manage and control access into the area. The floor was then opened for discussion, and the following were some of the key comments raised:

- L. Martinez noted that resistance to gating may not necessarily be about the financial aspect but something deeper.
- G. Aboud suggested that all neighbourhoods should look at gating their communities. The homeowners of Westmoorings by-the-Sea should embrace this opportunity instead of objecting to the gating plan.
- C. Murray asked how long the Board intends to wait before acting if objections from homeowners persist. C. Aboud shared how his community managed similar resistance. Mr. Yuille explained that, given the government's ongoing work on a national policy for gated communities, the Board is preparing a plan for submission in alignment with that framework
- B. Seepersad advised that one of our homeowners did a plan for gating our neighbourhood a few years ago. She will ask him to reach out to us.

C. Yuille also sought members' views on the idea of gating Windsurf Park. It was generally felt that if the neighbourhood itself is gated, there would be no need to gate the park separately.

10. Any other business – C. Yuille opened the floor to the homeowners.
 - a. Caroline Camacho raised a concern regarding one of our Service Companies. Mr. Yuille noted that this matter falls under the purview of the Service Company and should be referred to its Board

- b. L. Martinez suggested that the Service Company Board of Directors be retained. C. Yuille noted that the Service Companies are fully autonomous and is an independent company.
- c. A homeowner asked about the land at the entrance without a fence. C. Yuille advised that in our deeds of sublease that the homeowner is not obligated to fence the land.
- d. K. Kenny suggested that we look into modernizing our deeds especially as we are considering at gating the neighbourhood with fees being an issue. C. Yuille advised that we sought legal advice and thus far we must operate within the leases.
- e. C. Yuille asked the members to kindly refrain from forwarding messages we post on Moor Chats. That those messages are intended for our community.
- f. A. Seegobin asked for some consideration with persons parking on Starboard Drive and Windsurf Road East. C. Yuille noted that this should be referred to the respective Service Companies and appeal to your neighbours.

With no other comments/questions from the floor, C. Yuille thanked everyone for their attendance and support to our neighbourhood.

The meeting ended at 7.47 p.m.

Charles Yuille
Chairman

Mary Cathy Maxwell
Secretary

Chairman's Report 2024/2025

Good evening fellow directors, homeowners, ladies and gentlemen. It is my pleasure to present the Chairman's Report for 2024/2025. During this period, we have remained steadfast in our commitment to maintaining the high standards of our neighborhood and ensuring the safety and well-being of all residents. We actively continued our research into security best practice in particular with focus on gating the neighbourhood.

I would like to take this opportunity to highlight some of the key activities, developments, and challenges we faced, as well as outline the direction for the coming year.

Corporate Governance and Board Activities

The Board met regularly throughout the year to address the needs of the community, oversee financial matters, and guide policy decisions. I would like to thank all the Directors for their commitment and voluntary service, which ensured that decisions were made in the best interest of the homeowners. We are pleased to report that all our statutory obligations are met and are up to date.

Financial Overview

Our audited financials are current and are posted on our website. All statutory financial obligations are met.

We continue to maintain strong collections of lease rent and service charges, with receivables remaining within benchmark levels. However, we note though that a few townhouse owners are still not paying their fees. We strongly encourage these owners to settle their outstanding fees promptly to avoid the accrual of debt against their property.

We continue to manage our costs effectively and operate within the approved budget.

R. S. Baboolal & Co. continues to provide us with audit services, and we remain satisfied with the quality of their work and their level of professionalism. As such, we recommend that R. S. Baboolal & Co. be retained to conduct the audit for the financial year 2025.

Security

Cameras: Our camera system continues to be a valuable resource for both the police and homeowners. To maintain the quality and reliability of the system, we upgraded the initial set of cameras—originally installed in 2017—during the third quarter of 2025. Our cameras are serviced on a semiannual basis.

Police Collaboration: We are an active member of the Four Roads Police Station Council and enjoys good relations with both the police and our fellow council members. We attend monthly meetings with the police station council to share concerns and updates.

Gating: The Board's primary focus during the reporting period was the proposed gating of the neighbourhood. Following legal advice and a homeowner survey conducted via WhatsApp, the Board made the decision to place the project on a temporary hold. It is important to note that not all homeowners participated in the survey. While those who responded generally supported the idea of gating, there were mixed views regarding their willingness to contribute financially to the project.

We wish to advise that, in light of the recent change in government and the establishment of an Inter-Ministerial Committee to develop a national policy and guidelines for gated communities, the Board is actively preparing a plan to align with the anticipated policy framework. This proposed revised plan is expected to be more cost-effective, as it will not include guard services, thereby reducing recurring expenses.

Maintenance of Common Areas

Common Area Parks, Vacant Land, and Grass Verges: Maintenance of our common areas remains one of our core responsibilities. To support this, we currently employ two grounds maintenance staff who are dedicated to the ongoing upkeep of the common areas.

Parks: The parks remain a source of pride in our neighbourhood, and we continue to invest in their upkeep and enhancement.

In the 1st quarter of 2025, we installed a sprinkler system in Windsurf Park to help preserve the lawn grass during the dry season. Following this, in the 2nd quarter of 2025, and with the start of the rainy season, we replanted savannah grass to improve the quality and appearance of the park grounds.

Following the 2024 tree-cutting exercise, we removed a few tree stumps and planted four new trees, based on the Arborist's recommendations. These efforts ensure that Windsurf Park remains green, safe, and welcoming for all residents.

We take this opportunity to remind residents to adhere to the park rules—particularly those relating to keeping dogs on leashes, cleaning up after pets, and not disposing of pet waste in the park bins—to help ensure the park remains clean and enjoyable for everyone.

Playparks: Our playpark equipment is maintained on an ongoing basis, with any damage or safety issues addressed promptly. Each year, the equipment is repainted at the start of the year.

In our continued efforts to enhance the space for our younger residents, we added a balance beam equipment to the playpark in the fourth quarter of 2024.

Tennis Courts: The tennis courts remain a valuable asset to the association and a consistent source of revenue for the neighbourhood.

In the first quarter of 2025, we replaced the lights that were initially installed in 2023 due to defects. Although the warranty had expired, the service provider offered a discounted rate for the replacement. Additionally, we upgraded the court's access system, transitioning from a traditional lock-and-key to a modern card-based access control system.

Drain Covers: We continue to monitor and replace damaged drain covers in the neighbourhood, even though this responsibility officially falls under the Diego Martin Borough Corporation.

Roads: Despite our ongoing efforts to engage the relevant authorities regarding the repair of potholes and road depressions, we have had little success. As a result, we have taken the initiative to purchase cold mix asphalt to carry out minor repairs ourselves.

Cleaning of Drains: We maintain a good working relationship with the Diego Martin Borough Corporation's drainage department, which ensures that the open drains—particularly along Buccaneer Drive and Windsurf Road West—are cleaned regularly.

For the covered drains, our support staff continue to desilt those accessible during the dry season.

Water Leaks: Our relationship with WASA continues to be good and we have successfully addressed several water leaks through their intervention. We encourage residents to report leaks directly to WASA and share the reference number with our office so we can follow up and facilitate timely repairs.

Networking: We continue to foster and strengthen relationships with the relevant authorities to support the general upkeep and improvement of our neighbourhood

Projects

Electrical Upgrades

During the 1st and 3rd quarters of 2025, we completed new T&TEC electrical connections for both Seaside Park and the entrance to our neighbourhood. These upgrades allow for greater efficiency and independence in powering these key areas, while also enhancing overall security for our community.

Community Engagement

In the last quarter of 2025, a few dedicated moms, together with our Manager, hosted another successful Santa Party. This much-anticipated event continues to be well attended and enjoyed by residents of all ages. We extend our sincere thanks to the moms for their continued initiative and community spirit.

Challenges

Like most communities, we encountered some challenges, including:

- Getting homeowners to volunteer to serve on the boards of our townhouses' companies. Our directorship is an ageing one and we need young people to volunteer.
- Timely payment of lease rent and service charges. While we generally manage this area well, there are still some homeowners who do not settle their fees when invoices are issued. This creates inefficiencies, as valuable manpower must be redirected to follow up on outstanding payments instead of being used more productively. Also, we **are occasionally challenged in identifying online payments and kindly remind homeowners to notify us once a payment has been made.**
- Unsupervised Children in Windsurf Park. We have observed unsupervised children in Windsurf Park. Notably, in many cases, these children are not residents of our neighbourhood. This raises concerns about safety, proper use of the facilities, and accountability.

Looking Ahead

As we move into the new year, our focus will include:

- Gating our neighbourhood

Conclusion

In closing, I would like to extend my sincere thanks to the following:

- To the Directors, who selflessly dedicate their time and energy to the continued development of our community.
- To Jennifer Fuller, our manager and her team, none of the accomplishments outlined above would have been possible without their dedication and unwavering support.
- And most importantly, to you, the Homeowners, for your ongoing support and collaboration, which continues to make our neighbourhood a place we can all be proud to call home.

I look forward to working together with all of you as we continue to build, strengthen, and improve our community through teamwork and partnership.