

# WATLING GARDENS TMO LIMITED

## General Meeting

Thursday 25<sup>th</sup> April 2013

7.30 – 9.30 pm

### Minutes

**Location:** Community Hall (Block C)  
**Present:** Paul Anderson (Manager), Kieran Bradley (Chairman), Pauline Fell (Co-opted), Claudia Perez, Saqiba Mahmood, Willie Walsh, Ray Wells, Geraldine Keady and Zara Newton  
**Attendance:** A total of 27 people were present- signed register in the minute book  
**Apologies:** There were none  
**Chaired By:** Kieran Bradley  
**Recorded By:** Jackie Blake

Item	Description	Action
1	<p><b><u>Welcome &amp; Apologies</u></b></p> <p>Kieran welcomed the Committee and Tenants and asked if there were any declarations of personal interest. There were none. Apologies: There were none.</p>	
2	<p><b><u>Minutes of Last General Meeting 26.09.12</u></b></p> <p>Kieran went through the Minutes of the last General Meeting. The TMO had 50/60 returns for the shares in the TMO and said there were still shares available for anyone interested.</p> <p>Welfare Reform Changes – Paul has seen the tenants affected by these changes and said that tenants could call into the office for more information should anyone request it.</p> <p><u>Dogs on the Estate.</u> Kieran said that there had been no problems. <u>Parking.</u> Kieran reported that the parking service is up and running smoothly. There was concern from a resident about family and friends parking at the weekend on the estate. Paul said that there was not enough parking for residents at weekends and they must have priority. Temporary permits can be issued for visitors, as well as free parking on surrounding roads. Ginette pointed out that parking scratch cards are available from L.B.Brent. The Minutes were proposed by Ray and seconded by Willie.</p>	
3	<p><b><u>Major Improvement Works</u></b></p> <p>Kieran said that the improvements to the estate were to be carried out this year by British Gas and is known as ECO, residents will not be charged. Paul said over the next year building works will take place across the estate to include blocks A, B and C and scaffolding will be up for most of the year. There is to be a new roof to each of the blocks, new windows, cladding to the outside of</p>	

	<p>the buildings, a new heating system fitted to include heating in the bedrooms. Up to £5 million will be spent by British Gas and the TMO will try to minimise disruption as much as possible.</p> <p>Running parallel to the above will be the fire safety works to the buildings. These will include fire proof doors and replacing double doors. In the next couple of weeks there will be people walking around in what will look like space suits taking out asbestos from the landings. Tents will be erected on each floor. Leaseholders will not be charged for this work. A Leaseholder queried the charge of £1,055 for a fire proof front door. Paul said this would only be charged if the front door is not already fire safe. The new doors will be heavy duty with multi locks fitted. The main entry doors are not being changed, and there will be new bin doors and rubbish chutes. Claudia is to arrange with Ray a meeting with all Leaseholders on the estate to find out exactly what works will be charged to the Leaseholders as the letter sent to Leaseholders is not clear.</p> <p>The only firm date for the works to begin is for the asbestos removal.</p> <p>A resident asked about danger to tenants whilst the asbestos was being removed. Paul answered that there would be no danger as it was being removed under strict conditions. A survey revealed that there were very low levels in floor tiles.</p> <p>Pauline asked about parking for the lorries once work began, and Paul said it needed to be worked out, but that there were plenty of parking spaces during the day. A porto cabin will be situated outside Claire Court.</p> <p>Kieran said that meetings will be held nearer the time to decide on the colour of doors and cladding etc. He estimated that around 35k will be spent on each property. The new heating system will not be installed until next year, and it is hoped that while the scaffolding is up the balconies can be painted/maintained. Ginette said that it will be thermal cladding to the outer buildings.</p>	
<p><b>4</b></p>	<p><b>Landscaping</b></p> <p>There are 2 stages to the landscaping plan. The first stage is to plant and redesign along Shoot Up Hill. Following this the TMO intends to develop a long term plan for the whole estate including a growing area and a garden. Once the first stage is completed and an overall plan agreed by residents then the TMO would apply for grant funding to cover further costs. Stage 1 cost is estimated at £5k.</p> <p>Paul said that he would like the residents to become involved in the planting and landscaping works. He said that the cost of this would not be chargeable to Leaseholders. It will take 3 to 4 years to plan and establish, the aim being to have colour all year round on the estate. Geraldine suggested a Gardening Committee or a club be set up. Kieran suggested an open day to get people involved and it is hoped to attract younger people. All the plans will be discussed on the open day.</p>	

<p><b>5</b></p>	<p><b>Leaseholder Forum</b></p> <p>Claudia and Ray are to set up a Leaseholders Forum. Claudia suggested meeting every 3 months. There are 30+ Leaseholders although many have let their property out and do not actually live in Watling Gardens. Discussion took place about how to contact each Leaseholder, and it was decided it would be either through email or letter, Paul will distribute from the office to those not on email.</p>	<p>CP &amp; RW</p>
	<p><b><u>AOB</u></b></p> <p>Kieran invited questions from the residents, but there were none. Claudia thanked Paul for arranging the disabled parking for her neighbour.</p>	

**Watling Gardens**  
**T.M.O**  
**Amendment Sheet**

Chair.....

Date...../...../.....

<b>Item</b>	<b>Description of Task</b>

**This is a true and accurate record of the meeting held on 25<sup>th</sup> April 2013**

Proposed by:.....

Seconded by:.....

Chair:.....