

# WATLING GARDENS TMO LIMITED

## Board Meeting

Wednesday 31<sup>st</sup> July 2013

7.30pm - 9.30pm

Location: Community Hall (Block C)

Present: Paul Anderson (Manager)  
Kieran Bradley (Chair)  
Ray Wells (Vice Chair)  
Claudia Perez  
Peter McCauley (Treasurer)  
Geraldine Keady  
Eng Chew  
Willy Walsh  
Stuart Leveridge

Apologises: Pauline Fell  
Zara Newton (Secretary)  
Jeanette Ahearne  
Saquiba Mahmood

Visitors: Paula Mackmurdie

Meeting Commences at 7.30pm

<u>Item</u>	<u>Description</u>	<u>Action</u>
1	<b><u>Welcomes and Apologises</u></b> KB opens the meeting and welcomes Paula Mackmurdie. Apologises received from Pauline Fell, Zara Newton, Jeanette Ahearne and Saquiba Mahmood.	
2	<b><u>Declaration of Interest</u></b> No Declarations at present	
3	<b><u>Leaseholder Issues for TMO attention</u></b> PM has a number of items for discussion: <b>Rubbish Bin Chutes</b> Allocated time of 7am – 8.30pm they are able to be use the bin shoots, can we please put the labels with the times back on? As they are being used during the night. <b>DIY Works</b> Works can be carried out at the following times, unless it is emergency works. Mon – Fri 8am – 6pm Saturdays 8am – 1pm	PA – to check the Resident Handbook to ensure the times are in there.  PA to send out a circulation and check the times with the Council Regulations

	<p>Sunday – Not permitted</p> <p><b>Parking</b> Board to reconsider the restrictions at the weekends for Visitors parking (maybe open to a residents vote) as received a number of complaints; one being the office is not open at weekends to be issued a permit.</p> <p><i>19.40 Geraldine Keady arrives at the meeting</i></p> <p><b>Smoking on Balcony's</b> Has been a number of issues of people smoking on balconies and throwing their lit butt ends on to the balconies below.</p> <p>KB notifies that the board are unable to ban smoking on balconies altogether but a circular can be sent out.</p> <p>PA advises that the management tackles smoking on a daily basis, when people see the butt ends to report it and then we are able to focus on a selection of flats to find out the people behind it. It is against the law to smoke in commercial.</p> <p><b>Dog Control</b> PM speaks about the issue of noise of the dogs at night, and the intimidation they have on the members of the estate.</p> <p>PA advises that he has not received any complaints regarding the noise of the dogs there is a register of dog owners on the estate, if the noise continues of one particular dog we are able to contact the Dog Wardens whom are particularly good at their jobs</p> <p>KB: Regarding the intimidation of dogs, there is no law to say that the dogs need to be on a lease, dog control is down to the owner. Not a lot TMO are able to do, but suggest keeping a diary.</p> <p><b>Noise Pollution</b> PM speaks about an incident last wed/Thur where a group of youths (whom all except one live on this estate) where making noise, breaking glass etc.</p> <p>PA notifies that the police were called and no report was issued by them in the office, Notifies the board they have put a lot of time and effort into dealing with this issue, It is not illegal for residents to get together on the estate (It is a summertime problem) we are contributing more wardens they are managing it the best they can, remember the wardens authority is based on good will and the youths are aware of this.</p> <p>KB Notes that he went out to speak with the youths and that there should be more proactive as residents maybe should get a Neighbourhood watch together.</p>	<p>PA to put on the agenda for the next Board Meeting to discuss.</p> <p>PA to send out a circulation regarding the Butt Ends of Cigarettes</p> <p>PA to get a Contact list together of whom would like to be added to when there is an incident on the estate the residents are called to confront them.</p>
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	<p>Audit Recommendations.</p> <p>Questions regarding the income in the hire of the communal room, PA explains to the board that the figures are based on the overall budget, nothing owed just under performing in that area</p> <p>Also be aware that the up and coming Hasting trip is not self-funding it is a cost</p> <p>PM unable to number the pages from Sage for the reports</p>	
7	<p><b><u>Managers' Report</u></b></p> <p>Each board member is given copy of the Managers Report, Advise to raise issues when going through each item.</p> <p><b>Manor Works</b> There is an excel spread sheet attached with every vote in regards to the colour of the new doors.</p> <p><b>ECO Grant</b> The board are given a copy of the ECO report, please read and raise issues at the next meeting</p> <p><b>Estate Matters</b> C Block is leaking on the roof, no reply to the invoice sent to Orange, we have denied access for them to visit there masks on the roof.</p> <p>Claire Court – Brent council acknowledge they want to do up the old buildings in the 5 year plan.</p> <p>No major works have happened in Claire court</p> <p>British Gas say they will start works in September and the residents are involved.</p> <p><b>Training Courses</b> Email notification of training courses available to the board has been sent around, Hard Copy will be sent my PA on 1<sup>st</sup> August</p>	<p>PA to put the EDC on the agenda for next meeting.</p> <p>PA to send around hard copies of the training courses</p>
8	<p><b><u>Another Other Business</u></b></p> <p><b>Hall Hire Cost</b></p> <p>Board ask to raise the cost of the Hall Hire, Currently £5 for residents £10.00 for non-residents</p> <p>Board have an agreed vote the new charges are as follows: £10.00 for residents £20.00 for non-residents</p> <p>Board discuss how to promote the hall hire more to gain more bookings.</p>	<p>PA to send a circular of the new costs.</p> <p>Board to discuss next meeting how to advertise the hall hire.</p>

	<b>Board Vote</b> Board are asked to vote to ask Paula Mackmurdie on the board The board votes in favour and unanimously agree	
9	<b><u>Date of Next Meeting</u></b> There will be no meeting in August due to annual leave, next meeting will be in early September	

Meeting closed at 9.20pm