

WATLING GARDENS TMO LIMITED

Annual General Meeting

Held on Thursday 4 December 2014

7.30pm – 9.30pm

Location: Community Hall (Block C)

Present:

Paul Anderson (PA)	Manager
Jeanette Ahearne (JA)	Co-opted
Kieran Bradley (KB)	Chair
Pauline Fell (PF)	Co-opted Member
Paula Mackmurdie (PM)	Member
Ryan Dolan (RD)	Co-opted Member
Peta Caine (PC)	BHP (peta.caine@bhphousing.co.uk)

Leela Mathai (LM) Minute taker

Apologies: Stuart Leveridge, Peter McCauley, Kate Lloyd: London Borough of Brent

Item	Description	Actions
1.	<u>Welcome</u> KB welcomed everyone.	
2.	<u>Apologies</u> Peter McCauley and Stuart Leveridge	
3.	<u>Approval of minutes of last AGM held on 2 October 2013</u> KB: <ul style="list-style-type: none">• The old office is now closed because of the noise. We can use it as respite.• A third of the Board has to stand down, Zara Newton, Saziuba Mahmood and Geraldine Keady. KB would like them to stand again.• The accounts are on the agenda.• Car parking – A resident, Helen, pointed out that a car has been parked out since the end of September. It has been sitting there for nearly 3 months. PA: It will cost £250 to remove it. PA gave Pat, the owner (now deceased), a permit. The matter is with the police at the moment. KB: Is there a lack of parking space to residents? Yes. KB to PA: Paul, Will you follow it up? Paul agreed to.• Any other business: Graffiti seemed to have been an issue	PA to follow up with Police

last time.

- PA accepts the minutes as an accurate record. The Board agreed. It was proposed to PF and seconded by RD.

4. **Matters arising**

5. **Accounts for 2013/2014 and appointment of Auditors**

- The Treasurer was unable to attend the meeting this evening.
- PA: The yellow paper was prepared by the individual auditor. Members of the Board have signed them off. Any questions?
- PM: The administrator expenses are extremely high. With regard to Eco, what is going to happen, and what is not going to happen?
- KB: We can't maintain a level of services with more cut backs. We need to have a game plan for the next meeting, to put to our residents, 5 members, and payment of auditor PA has proposed the same auditor in the coming year. He will speak to Saffey KB: We could put it out to tender? PA: £3,500 for auditor's costs.. PA will tout around. He will go the FTMO, and get some recommendations from them.
- KB: Assets are down from £263 to £212.
- Next year we are renegotiating the Management Agreement. KB will provide a full break down to people, if they so need it.

Prepare game plan

PA to speak to Saffey & FTMO

6. **Chairs Report**

7. **Plans for coming year – an invitation has been sent to BHP to attend to discuss planning estate improvements**

8. **Election of Board Members**

- KB: We have 12 members at the moment. Of 6, we have 11 Board members, with 3 co-opted.
- PA: During the coming months, he could do a recruitment drive. Zara Newton, Saqiuba Mahmood, Geraldine Keady and Dipna are going to join the Board. RD will be standing as a full Board member. Saqiuba Mahmood is not here. There are 4 vacancies.
- Ahmad, the local Councillor was introduced to the meeting.
- KB: Eco should have been completed by BHP and contractors last year. People should get involved to get things moving.
- PA: Peter McCauley is coming as operations director. Peter McCauley. Meetings should be set up with Peter, Kate Lloyd of the London Borough of Brent. Peter is going to be the spokesperson for BHP and Brent Council.
- KB: Everybody should have a briefing paper. Kate Lloyd to follow up on our meeting. All options have disappeared from this paper.
- PA: There was going to be improved works on Watling Gardens, with balconies and fancy cladding. The residents are happy with the freebie. There are going to

PA: Set up meetings.

Kate Lloyd: to follow up.

PA: to make financial

be financial implications on the tight budget.

action.

- KB: There has been a turnover of staff at BHP. On the financial point that I have to make.
- Peta Caine of BHP hasn't found any undertakings that were being undertaken by BHP. They have been fixed on their Capital programme. She started talking about the Eco Scheme. There were no charges to be passed over. There was an expectation that costs would not be passed on. Where BHP were involved, we could not undertake them, as it is in the hands of Brent Council. With regard to options, there is some indication of the likelihood of options. BHP met with British Gas last week. British Gas wants to ask us to retain the scheme, and they will still fund it. This needs to be ironed out with the BHP Board, The contract has been done with British Gas. We have been working with Capital who have already had experience on this type of work with British Gas. Contracts which are being used by British Gas. British Gas want to tighten things down on site, things which have not been included in the scope of the contract. There is a high certainty of funding something else. Trying to pin down as much as possible a fixed price contract with any unforeseens. There is advice for not moving forward.
- Fancy cladding: Capital have advised that they are making sure that we can get a warranty for the cladding.
- PA: It has been promised about the cladding. It was said that nobody is going to pay for it. It is coming from the Council. People are going to be brought up to date. They will not pay a penny.
- PC: We need to get planning permission by the end of September with a modest contingency on top. British Gas can only hold onto £4.2m, which has been agreed. British Gas would like to fix charges on us with a Funding Agreement. There is already a Contract in existence. Cost control and agreement. We can use a standard term of agreement, a JCT Tribunal contract. KB: Work must begin before April. We must start in the new financial year. We have to tie into a cash flow. Have a package outlined, Talk to meeting up. British Gas have signed up to an agreement. Getting them to start very quickly so that they can sign all of the Eco part.
- KB: We want to start on site in January. How much money is going to come out of £4.5 m? PC: £300,000. £4.5m is the total scheme of costs. British Gas: £2.4m. KB: £1.8m for roofs, communal windows, balconies, doors, plus cabling and other small items. £14,700: costs per leaseholder. One leaseholder said, We will not pay a penny, and not put any money into it. New lifts cost £7,000. They have been trouble ever since they were installed. We are not paying for any additional works.
- KB to Councillor. .If the Council can help, please contact me. The leaseholders can become involved with the Councillor, who will come to visit every third Saturday of the month.
- PM: Roof works: £1.8m. Can you provide us with costs?

- JA: Temperature is low. With regard to the roof, Option 2 is essential. There are health and safety issues. Eco works are decided by British Gas. Some of the works are not funded by British Gas. We consider Eco works to be essential. They are putting down Eco works around light cabling and service works. We don't need a new roof. Considerations to be made to 1) Eco, 2) Attendant: Eco plus non British Gas, non fundable works and 3) roof.
- RD: Residents will not pay for works. There is a tight time frame until April. This needs to be pried out before the start date in January. Are we willing to let go of £2.4m. The residents think that £2.4m is not enough to pay for Eco works.
- KB: British Gas are offering £2.8m.
- PC: Cladding, heating, windows, insulation and external wall insulation.
- PA: Roofs need doing. Cabling is essential. Balcony windows and doors are not essential. With cladding, we are unable to get to cabling. This has to be done, and small items added in. Everybody is going to have hot water and heating contract system. Smart meters are not included in the Eco
- RD: Smart meters are effective. TMO will go to BHP to do the works.
- KB: How will the roof works cost? PA £1/2 m for everything essential. KB: £276 for roof.
- PA: £25,000 is going to be used as an offset amount for fire safety works. This could come out of the roof works.
- JA discussed Option 2. PC: Option 2 excludes roof works, cladding and heating works: These will be done on top of Eco works. We have to think about planning permission, and what has been included in it.
- PC: British Gas will be interested in how it looks. Want to regard anything which is part of the £2.4m, to be recharged.
- KB: £2.4m, what does it cover? Work with British Gas deemed necessary to meeting, through contracts so that they can sign, for other works, cladding, heating.
- PA: The smart meter is not included.
- PC: Attendant works, will in particular bring along Patrick from Capital. Money has been earmarked by British Gas and other heating companies. KB: It is not negotiable around works. It is a question of what can be done, and what cannot be done.
- PC: We have taken into account what is essential and what works should be done. The cladding system which can get warranties on it.
- RD: What is the British Gas subset passed to BHP?
- PC: British Gas will fund it.
- PA: Would like Patrick Maddigan to fund costs around the scheme. Why do we have to do windows, as they are serviceable. What are the other points BHP has to put to Brent Council?
- KB: Has been in consultation. He needs to consider what is viable. British Gas, what works they have in short space

- of time, to achieve carbon targets,
- RD: He agrees that options are not acceptable to anybody in the room.
 - PC: Brent Council have ok'd the Asset Management Strategy. We are going to embark on a 7 year cycle.
 - PA: Will liaise with Patrick Maddigan, contract manager of contracts over the next year. What is essential, and what is not essential? Items they are going to put for.
 - PC: Will Invite Patrick to meetings.
 - PM: Will still see how different costs are managed.
 - KB: New property to negotiate in anyway.
 - PC: Leaseholders are dissatisfied to pay. British Gas are going to need to change their position on recharging. Will discuss with British Gas and Patrick next week,
 - Need to go back to British Gas and deliver them with what we are saying, jointly with residents and all parties to be present, so that we have a focused Interest in this. People should have to make decisions.
 - PA will contact top person at Brent Council..
 - PA: Balconies and communal areas to be included.
 - JA: Emphasised to PC that the Council have not visited us in two years. You are the only person to come and see the residents within this period of time
 - KB: Where do we go from here?
 - KB: To arrange some short meetings before Christmas.

9.35 pm meeting finished.

9. **Any other Business**

10. **Raffle – All residents attending will have the chance to win one of 3 mystery prizes**