

# WATLING GARDENS TMO LIMITED

## Board Meeting

Held on Wednesday 26<sup>th</sup> March 2014

7.00pm – 9.00pm

Location: Community Hall (Block C)

Present:

Paul Anderson (PA)	Manager
Jeanette Ahearne (JA)	Co-opted
Kieran Bradley (KB)	Chair
Stuart Leveridge (SL)	Vice Chair
Geraldine Keady (GK)	Member
Claudia Perez (CP)	Member
Willy Walsh (WW)	Member
Saquida Mahmood (SM)	Member
Ryan Dolan (RD)	Co-opted Member

Apologies: Peter McCauley, Pauline Fell, Zara Newton

Item	Description	Actions
1.	<b><u>Welcome &amp; Apologies</u></b> KB welcomed all and noted apologies (see above).	
2.	<b><u>Declaration of interests</u></b> None noted.	
3.	<b><u>Minutes of 26/2/14 &amp; Matters Arising</u></b> <ul style="list-style-type: none"><li>• <i>Rubbish chutes – update</i>; PA noted improvement with blockages and CP felt a lot depends on residents.</li><li>• <i>Trees – planting of hedges</i> occurred (WW noted these already look nice). PA explained the estate will get around 50 colourful bushes. KB advised these should be planted near Claire Court.</li><li>• <i>Noise nuisance</i> – PA had not heard anything new. CP saw the complainant who said she would contact PA. KB and others noted progressing the matter now depended on the complaint.</li><li>• <i>NFTMO in June</i> – 5 delegates will attend from Watling.</li></ul> Minutes of 26/2/14 agreed as an accurate record of discussions (SL proposed & RD seconded).	

<p>4.</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p>	<p><b><u>Treasurer's report &amp; 2014/15 budget</u></b></p> <p>PA led discussions. The main item is to approve the draft budget for 2014/15. As standard, annual budgets are set by the end of March each year. A draft budget was produced from the meeting as held 2 weeks ago (KB apologised for being absent). The budget included provision to renovate and repaint the lobby, paint the landings and other general improvements. There were attempts to factor in costs for unknown items.</p> <p>JA asked if the aerial funds were now exhausted and PA confirmed that to be the case. The photocopy lease expires in 2015. Regarding cost reduction, a lot would be determined by the MMA; this is an issue for all TMOs and councils. PA noted the amount shown on the balance sheet as assets was very good for a small TMO.</p> <p><b>Board vote;</b> Board members approval of the draft budget was unanimous.</p> <p>There was brief discussion about previous management allowances which were quite generous. PA, KB and GK also recalled that the accountant was able to claw back considerable sums of money from Brent Council.</p>	
<p>5.</p>	<p><b><u>Leaseholder Report</u></b></p> <p>Item to be discussed at the next Board meeting.</p>	
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p><b><u>Manager's report</u></b></p> <p>Regarding the MMA an updated version was agreed on but has since been revised. Some of the variations will be scrutinised by PA to ensure the TMO benefits. A report will be prepared and the Board advised accordingly. In terms of process the ODPM issues updates; Liz Michel and NFTMO contacts will be involved.</p> <p>Fire safety policy; PA distributed a draft policy for Board approval. PA will need to have further meetings with contacts at BHP. Inspectors (i.e. including 1 independent) viewed all 39 high rises in Brent. The inspectors commented that Watling Gardens stands out for its safety, hygiene and other factors.</p> <p>With regards to an evacuation plan KB noted the advice is now to stay inside residences. PA will seek clarity on this important matter. Board members discussed the wording in the policy around 'communal area use'.</p> <p><b>Board vote</b> – to adopt the Fire Safety policy as presented with the understanding that further clarifications were required; majority of Board members (i.e. 7) voted in favour and 1 Board member abstained.</p> <p>JA felt the policy's wording needed reviewing. PA reiterated that information was based on a report done by Michael Lyons. RD felt the policy was adequate but should identify who would lead to ensure safe evacuation.</p>	

	<i>Manager's report continued</i>	
6.4	A decision on the Eco grant is still awaited. If there is no news by end of March it could mean Watling was unsuccessful. British Gas needs to decide by the end of financial year. KB queried what BHP would do about the heating systems. PA informed that a consultancy company were undertaking the work on behalf of BHP.	
6.5	In relation to the leaks a new roof is required. Senior managers (i.e. S Gillam and others) are making enquiries about the eco-grant. PA felt the process was delayed due to legislation and government change in priorities. In addition there were staff changes at BHP and British Gas renegaded responsibilities (i.e. despite all requests being met). PA will call consultants on 28/3/14 if there was no further update by then.	<b>Call consultants if no response by 28/3/14 (eco-grant)</b>
<b>7</b>	<b><u>Any Other Business</u></b>	
7.1	<i>Purchasing a greenhouse</i> – SL wondered if a greenhouse could be installed, ideally in WW's garden. WW had planned to get one anyway and produce grown would be distributed to Watling Garden's residents. <b>Board vote</b> - majority of the Board voted in favour of purchasing a greenhouse and one Board member abstained.	
7.2	<i>Cleaning landing windows</i> – GK raised the matter. PA confirmed if new windows were not installed the existing ones will be cleaned.	
7.3	<i>Weekend estate cleaning</i> ; CP wondered if this occurred and PA noted it does (had asked the cleaner to confirm).	
7.4	<i>Next meeting</i> ; General Meeting Wednesday 30 <sup>th</sup> April 2014, 7pm.	