

WATLING GARDENS TMO LIMITED

Board Meeting

Held on Wednesday 28th May 2014

7.00pm – 8.30pm

Location: Community Hall (Block C)

Present:

Paul Anderson (PA)	Manager
Kieran Bradley (KB)	Chair
Stuart Leveridge (SL)	Vice Chair
Peter McCauley (PM)	Treasurer
Geraldine Keady (GK)	Member
Eng Chew (EC)	Member
Jeanette Ahearne (JA)	Co-opted Member
Zara Newton (ZN)	Member
Pauline Fell (PF)	Member

Apologies: Ryan Dolan, Paula Mackmurdie

Item	Description	Actions
1.	<u>Welcome, apologies & declaration of interest</u>	
1.1	KB welcomed all and noted apologies (please see above).	
1.2	There were no declarations of interest to note.	
2.	<u>Minutes of last meeting (26/3/13)</u> <i>Page 1;</i> <ul style="list-style-type: none">• JA felt the plan to have hedges and/or trees as borders is good. . <i>Page 2;</i> <ul style="list-style-type: none">• 4.3; KB clarified wording should read 'TMO will not receive aerial funding going forward'.• Manager's report – PA's work on the modular management agreement (i.e. MMA) continues. MMA should be completed by end of July. .• 6.2; in relation to fire safety PA will have further meetings with various contacts in June. It seems BHP's policy is also a holding document. JA noted health and safety and fire safety aspects tended to overlap. For instance, advice about door mats is health and safety. KB agreed but noted clarification was still required. <i>Page 3;</i> <ul style="list-style-type: none">• 6.4; discussions on the eco-grant will occur later. JA wondered if having various equipment and aerials on rooftops worsened leaks. Leaseholders could make a case that the aerial income must cover roofing costs. <i>Minutes of last meeting continued;</i>	

	<p>PF queried the number of repairs done to roofs on the estate. GK informed that she noticed workers on the roof last weekend but was unsure of what they were doing.</p> <p><i>The minutes of 26/3/14 agreed as an accurate record of discussions (proposed by PM and seconded by SL).</i></p>	
4.	<p><u>Leaseholders' report/update</u> <i>For discussion at the next meeting.</i></p>	
5.	<p><u>Treasurer's report</u></p> <p>3.1 PM led discussions, noting there was not much to update on. Two documents showing financial expenditure for February & March 2014 were tabled. Both documents will be sent to the auditors. 'Aerial accounts' does not feature on the April 2014 expenditure sheet.</p>	
6.	<p><u>Manager's report</u></p> <p>6.1 PA's report was tabled. There is only one long term void on the estate. In relation to inspecting play arrears PF advised checking first to ensure responsibilities are correctly apportioned - i.e. what is Watling Gardens' and BHP remit.</p> <p>6.2 PA distributed a report on the eco-grant and read out key points. A sum of £2.4m was agreed by British Gas; work will end in July/August 2014. There will be weekly planning meetings too. The £2.4m will cover external wall cladding, new double glazing and a new heating system for high rise blocks. Choices will be offered and the new system will give more control.</p> <p>6.3 It is unlikely that costs for decoration work will be included in this sum. Capital works programmes tend to address plaster work but not redecoration. In addition to weekly planning meetings there will be opportunities for open discussions.</p> <p>6.4 SL recalled a plan to erect new balconies. PA clarified that new roofing and balcony extension work will not be covered by the grant. Regarding balconies the plan is to remove metal 'barriers' and install modern ones. Communal windows are not included in the grant though BHP plans to replace them.</p> <p>6.5 There will be some rechargeable costs for leaseholders. Objections can be made in relation to balconies and community windows as these proposed changes are cosmetic; however bills maybe small.</p> <p>6.6 ZN asked if the new heating system would be ready before winter. PA explained things are at the planning stage though disruption is unlikely to exceed 2 days. If boilers can be refitted then the heating system will not change until next year. Another plan is to build a new boiler house and run 2 boilers. JA wondered whether the current space could be used if a new boiler house was built - perhaps this could be pushed for.</p> <p><i>Manager's report continued</i></p>	

<p>6.7</p> <p>6.8</p> <p>6.9</p>	<p>PA noted his preference was to reuse the existing space. With minimal disruption flow pipes could be fitted between now and next year. For leaseholders this equates to £18k per property.</p> <p>JA advised being cautious with choices of new windows, in order to ensure uniformity. The existing cladding is nice and the aim should be to maintain brickwork. KB noted there will be meetings with contractors, who do seem flexible. Admittedly, Claire Court will unfortunately stand out when the work is completed. EC noted Claire Court residences had both damp and poor insulation.</p> <p>PA concluded it was a busy time for TMOs. JA advised PA to communicate with Pat Williams (major works liaison officer at BHP) as such involvement would be useful.</p> <p>JA expressed liking the style and layout of PA's management report. GK extended thanks to PA and his staffing team for their hard work on the eco-grant and other matters.</p>	
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p><u>Any Other Business</u></p> <p>SL reminded about a need to plan in advance for the June NFTMO conference.</p> <p>Date of next meeting; Wednesday 25th June 2014.</p>	