

# WATLING GARDENS TMO LIMITED

## Board Meeting

Held on Wednesday 29<sup>th</sup> October 2014

7.30pm – 9.00pm

Location: Community Hall (Block C)

Present:

Paul Anderson (PA)	Manager
Paul Anderson (PA)	Manager
Jeanette Ahearne (JA)	Co-opted
Kieran Bradley (KB)	Chair
Peter McCauley (PMc)	Treasurer
Pauline Fell (PF)	Co-opted Member
Geraldine Keady (GK)	Member
Claudia Perez (CP)	Member
Paula Mackmurdie	Member
Ryan Dolan (RD)	Co-opted Member
Leela Mathai (LM)	Minute taker

Apologies: Stuart Leveridge, Zara Newton and Saqiuba Mahmood

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 & 4	<b><u>Minutes of last Board meeting held on 01/10/14 &amp; Matters Arising</u></b> <ul style="list-style-type: none"><li>5.3.1: JA noted that Council charges of £35 per hour seems like a lot of money. KB responded that Labour Councillors have agreed this fee.</li><li><i>Scaffolding</i> – PF said that due to health and safety, the erection of scaffolding would mean that the children’s playground would have to be closed. PMc responded by saying that this would not be a problem as in the winter months the children don’t go out to play.</li></ul> Minutes of 01/10/14 agreed as an accurate record of discussions	

	(KB proposed & PF seconded)	
5.	<b><u>Financial report for August</u></b>	
5.1	PMc announced that he had nothing to note, and that there was nothing untoward on this matter.	
5.2	<i>The outstanding Management Allowance:</i> PF to PA: The money is supposed to be coming in by November. Is it there yet? PA to PF: your manager and I chased it up last Friday. RD added that they are probably having a teething problem due to the new system. PF: If there is a delay of 2 to 3 weeks over payment, then we can charge them for interest.	
6.	<b><u>Manager's Report including ECO Grant update and Quarterly Performance Report</u></b>	
6.1	<i>Manager's Report: Discussed by PA -</i> <ul style="list-style-type: none"> <li>• The first page of the report: Gives a break down of rental income.</li> <li>• The quarterly monitoring covers 3 months. All seems to be in order. Performance is checked for the Council by BHP staff</li> <li>• Fifth item down: JA: We need to pull BHP's figures.</li> <li>• Figures: RD:: It is looking like we are keeping our figures up to date.</li> </ul>	
6.2	<ul style="list-style-type: none"> <li>• <i>ECO Grant update:</i> <ul style="list-style-type: none"> <li>➤ <i>Contacts:</i> PA has been in contact with people in the Council and various consultants. He is confident that the funded work will be going ahead. The contract has already started. It is going to happen, but there has been a hold up around additional works.</li> <li>➤ <i>Leasehold charge element:</i> BHP and Brent Council are aware and have accepted that on the Grant there is no charge back.</li> <li>➤ <i>British Gas:</i> PA: British Gas would like to get out of the contract. As from the 1<sup>st</sup> April the new grant calculation method would reduce the £2.4 million to a few hundred K. The contract has already technically started in Brent as some cavity wall insulation has been carried out in other parts of the Borough. However, he is confident that these obstacles can be overcome, hopefully by January/February.</li> </ul> </li> <li>• <i>Tenant Consultation</i> PM: Need resident consultation for all of the residents to know what is going on. PA: The timeframe will be tight. <ul style="list-style-type: none"> <li>➤ Choice of colours of cladding will be chosen in consultation</li> </ul> </li> </ul>	John Lloyd Owen is to get back to PA by Friday 31/10/14.

	<p>with residents, and type of boiler will need to be addressed without a need for consultation.</p> <ul style="list-style-type: none"> <li>➤ People will need to have easy access for their complaints. KB: With regard to the contract, we need to notify them about what is happening. PF: Somebody should be available on the estate to speak to them directly.</li> <li>• <i>JA: The original additional works of BHP were too ambitious:</i></li> <li>• <i>Final contract PA: The Council is working slowly. PM: Nothing should have been held up. The contract was drawn up in 2012. KB: It is sheer incompetence. They have not kept us informed.</i></li> <li>• <i>Final contract: KB to RD: We have to be kept informed by the Council. We should have the final contract. PA: There is a signed contract. JA: Nothing should be held back by BHP officers and the Council to leaseholders.</i></li> <li>• <i>Recharge element: JA to PM: Recharge element of £3,000 to £4,000 Is a high figure for leaseholders to pay. KB emphasised that it should be made clear what PM said, that <b>leaseholders are not prepared to pay out any more money.</b></i></li> <li>• <i>Hiring of the hall: PA: From January to October there has been 5 hirings a Sunday. These have been small events other than a children’s party, when the fire alarm was set off. On Saturday bookings there have been a couple of over runs JA: My people would hire it out for £20. RD: It is not financially viable at £10 per hour.</i> <ul style="list-style-type: none"> <li>➤ <i>Overseeing bookings of the hall: KB: If we had somebody to oversee it, it would be expensive. PM Has agreed to oversee hiring.</i></li> <li>➤ <i>Sunday Hiring: It was put to the table: To open it on a Sunday from 10 to 6: 3 in favour and 3 against, and 2 abstained. KB has casting vote- no change to opening on Sunday</i></li> <li>➤ <i>PM would need to be provided with a set of keys and emailed booking details.</i></li> </ul> </li> </ul>	<p>PA to speak to Andrew Donnell.</p>
<p>7</p> <p>7.1</p>	<p><b><u>Supporting Vulnerable Residents Policy approval and setting up of Sub Committee</u></b></p> <ul style="list-style-type: none"> <li>• JB: discussed the pink paper.</li> <li>• Point 2 – JA: It should read, “as vulnerable as being so up until their vulnerable strength is resolved.</li> </ul>	

7.2          7.3	<ul style="list-style-type: none"> <li>• <i>Social Services</i> – PF With regard to vulnerable people, we need to make sure that Social Services don't walk all over us. We are extremely careful where Social Services are concerned. <ul style="list-style-type: none"> <li>➤ RD: As you are putting yourself out to help vulnerable people: 1) You need to be provided with access to them and their details, 2 Devise a contract, 3 fast tract any repairs, 4) To keep a register of them.</li> </ul> </li> <li>• <b>Board vote – All of the Board</b> agreed to the Supporting Vulnerable Residents Policy.</li> <li>• <i>Christmas</i> – KB asked for suggestions for a Christmas do for residents and also the Board. PF and CP suggested having a : children's party. JA: Have a wine and cheese party for the whole family, where could discuss Eco and have a bonding event. PA: Have a children's event which adults could also come to. The children's party could finish at 6 pm. KB to CP: Would you take charge? Her reply was yes. A buffet style type event was discussed. JA: Magician went down well with the children last year. KB: Have same as last year, but not a sit down. KB: Will organise Board's party in a restaurant. PM: We need decide on dates: CR set date for party: the afternoon of Saturday 13 December 2014. KB: Set date for Board party: Friday 5<sup>th</sup> December 2014. PMc– accepted dates. everybody to individually get on and organise it.</li> </ul>	
8	<b><u>Any Other Business, including any Leaseholder Feedback</u></b>	
8.	<p><i>Door of Flat 57:</i> PMc: Discussed the integrity of the door. Will the door of Mr Clancey's flat be replaced? The police used a ram to open the door.</p> <p><i>State of B Block Stairwell :</i> Staff regularly deal with urine, vomit and rubbish: With higher and lower floors there is a problem.. PA suspects 1 to 2 people who could be responsible for the state from the 5<sup>th</sup> floor to all the way down. PM: Got children higher up. Higher up is similar, but not as bad.</p> <p><i>Parking of motor bike:</i> CP said to PA that somebody has been parking their motor bike outside. PA said resident has been asked to move it..</p> <p><i>The Police:</i> CP said that the police are regularly coming around. PA to Block A where I am having to manage a couple of ongoing tenancy problems involving domestic abuse and drugs</p>	PA to check
9	<b><u>Date of next Board meeting: Next meeting will be the AGM</u></b>	