

WATLING GARDENS TMO LIMITED

Board Meeting

Held on Wednesday 14 January 2015

7.15 pm – 8.45 pm

Location: Community Hall (Block C)

Present:

Paul Anderson (PA)	Manager
Kieran Bradley (KB)	Chair
Ryan Dolan (RD)	Co-opted Member
Pauline Fell (PF)	Co-opted Member
Stuart Leveridge (SL)	Vice Chair
Paula Mackmurdie (PM)	Member
Saquiba Mahmood (SM)	Member
Peter McCauley (PMc)	Treasurer
Claudia Perez (CP)	Member
Leela Mathai (LM)	Minute taker

Item	Description	Actions
1.	<u>Apologies</u> Jeanette Ahearne, Geraldine Keady and Zara Newton.	
2.	<u>Declaration of Interests and Election of Officers</u> No interests declared Election of Officers:- <ul style="list-style-type: none">• Secret ballot for Chair: 3 KB, 2 PM.• Secret ballot for Vice Chair 4 SL. 2 PM.• Treasurer uncontested- PMc re elected• Secretary uncontested- ZN re elected	
3.	<u>Minutes of last Board Meeting held on 29 October 2014 and Matters arising</u> <ul style="list-style-type: none">• SL: Gates are locked on the playground. It has been like that for a few weeks. CP: It has been reported. The door doesn't close properly. It is a health and safety issue.• KB to PA: What is happening with the playground? PA: The hinge is broken. PA is going to get a welder to come by next week. It should be open again soon.• PMc? 5.2 Has the outstanding maintenance allowance	PA to get a welder to fix gate

- been paid? PA: Yes.
- The Friends of the Earth are hiring the hall on a once a month basis
- 7. KB: The Christmas parties all went ahead successfully. PM: Children's party was excellent.
- 8. KB: PA: We did inspect the door. It was completely serviceable buy with some cosmetic damage. A replacement would cost up to £1k
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- It was agreed that there would be no change to the minutes.

4. **Matters arising**

As above

5. **Treasurer's Report**

- PMc: there was nothing unusual to report. On the whole, there was an under spending. It was under by £8,500 for the year to date.
- PA: We have got to budget forward for the next financial year. When ECO happens we will be very busy staff wise..
- RD: Have we had the management agreement back from BHP yet? PA, no. PA saw Christina at Civic Centre. She has been through a third of it.
- .
- PF: Queried mobile phone allowance being included in wages. It is provided to PA and the caretaker on a monthly basis.
- PF: Tree felling costs to staff?. PA did a health and safety assessment and had own staff carry out work for a third of contractor cost.
- KB: Are we to pay Helen anything? We pay her £20 a week for landscape gardening. PA said that she had done a good job of looking after the grounds.
- SL: Are we still going to keep Joe on for the new financial year?
- PA: Joe cuts grass, composts, leaf picks, weeds, prunes hedges and trees and does any other grounds work I ask him. Including brick work as needed. We have got control over the quality. We could get a contractor in for the grounds.
- PMc: With Joe we are getting more quality for money.

6. **Manager's Report including ECO Grant update, Rent Performance Report, Minutes from Monitoring and Liaison meeting and Miscellaneous items**

- PA: Monitoring Reports: PA had a liaison and monitoring meeting with BHP. BHP are monitoring PA's/TMO performance but overall its more of a liaison meeting than a big brother type of monitoring of performance. Watling Gardens has got the best stats in Brent for rent.
- PA had a meet up at WG with BHP's caretaking manager to compare notes.
- TMO Liaison person is now Omar Jaffe.
- Brent for Friends of Earth are hiring the community hall

They are going to hold a conference on 10 February 2015
All residents will be invited

- With an increasingly older and vulnerable resident profile PA stated he is more required to provide help and support to this group of people.
- A letter has been sent to Andy Donald and Brent Councillors on 8th January. PA had a meeting with local Councillors. BHP are minded to do a full package of works. Not just BG funded items .They are planning to have a short consultation due to grant deadlines. They are going to approach LVT, and go for dispensation. Christmas.
- RD: The letter was dated 8 January 2015. They have 10 days to respond. The project manager understands that some of the things will be challenged. There is a lot of negotiating to be done.
- PA: Patrick Madigan is an experienced project manager with many years of experience. PA has confidence in his skills and abilities. BHP are going to take on management of the grant funded work.
- PM: BHP will apply for a dispensation. If works went ahead, we would still go to LVT. PM speaks on behalf of the Leaseholders, and they would be more than happy for BHP to come and speak to them.
- RD: 18 January 2015 is a Sunday.19 January 2015 is the deadline for a response
- RD: Have a surgery, meeting with the Housing department and Councillors. We could get the whole Board to come along to the meeting.
- KB: If work starts the scaffolding would come first. Some of the amount of money has already come down.The roof and boiler need to be done.
- RD: £1.8 m of BHP money is going to be divided into 31 leaseholders, £14,000 per leaseholder. PM came up with 14,754 per leaseholder.

7. **Any other Business**

- KB: Need a Board meeting after 22 January 2015.
- PA will have a meeting with Margaret and organise a meeting for the necessary people in the next couple of months.
- PMc : Election of Board officers: In future, could it be more highly promoted, so that we get more of the Estate and Board involved? Have better promotion of it after the AGM. This process was done earlier on last year.

After next AGM,
Election of
Board officers to
be better
promoted

8. **Date of next Board Meeting**
Wednesday, 25 February 2015.

At 8.45 pm, meeting finished.