

WATLING GARDENS TMO LIMITED

Board Meeting (22nd February 2017)

7.30 – 9.30 pm

Minutes

Location: Community Hall (Block C)
Present: Sana Abbad, Jeanette Ahearne, Djamila Boubatra, Kieran Bradley, Anne Faherty, Pauline Fell, Judith Gayle, Geraldine Keady, Peter McCauley, Massimo Moro.
Apologies: Zara Newton.
Chaired By: Kieran Bradley (meeting chairman)
Recorded By: Peter McCauley

At this time, there is no TMO Board Chairman. From the members present it was moved and seconded, that Kieran Bradley would chair the meeting

Item	Description	Action
1	<u>Welcome & Apologies</u> Kieran opened the meeting and welcomed the Board Members present and introduced and welcomed, new co-opted member Judith Gayle. Kieran also introduced TMO guest Christina Byrne BHP liaison officer for governance & training for TMOs.	
2	<u>Declaration of Interests</u> There were no conflict of interest declared by members.	
3	<u>Minutes of Last Board Meeting-28th September 2016</u> <u>Matters Arising</u> Item 5 , the head of the safer neighbourhood team, Inspector Peter Weaver indicated that he would assist in the location & placement of the CCTV cameras, after the completion of the major works at Watling Gardens had taken place. Item7 , discussion took place about the continuing poor & confusing communication still being experienced by members, residents and the contractor's liaison. Christina Byrne offered a suggestion that any further problems with communications please contact the TMO office or herself at BHP <u>Motion</u> That these minutes be accepted as a true record of the meeting. Mover Pauline Fell Seconder Geraldine Keady Leaseholder queries, about the works, should be made to the leaseholder management team at BHP A regular local surgery for residents, to update & inform on the progress of the building work was proposed. Christina Byrne will talk to Anthony Gushmen.	Christina Byrne to action
4	Christina Byrne gave an outline of her role on Governance & Training to the meeting, also outlining the commitments, requirements and responsibilities placed upon individuals in their role as Board Members. Christina Byrne ran through the updating of the MMA and the review of the future allowances to be expected by the TMO. Several dates were offered for a meeting with BHP Finance officer and members of	Christina Byrne to action

	<p>the TMO Board.</p> <p>Christina Byrne told the members on the progress of the MMA document in association with Paul Anderson the TMO Manager. The draft document will be given to the members of the Board for their input prior to publication of the final publication.</p> <p>Christina Byrne then ran through the concerns & lack of governance she has with the TMO at present.</p> <p>No Chairman – No Secretary – No Minutes – No regular Board Meetings – Lack of Training of Board Members – No Skills Audit</p> <p>All these items she expects the Board to deal with some urgency.</p> <p>The Board thanked Christina Byrne for addressing the Board.</p>	Position of TMO Chairman on March Agenda
5	<p>Treasure's Report</p> <p>3 reports were presented to the Board, October to December.</p> <p>Questions about the payment of a replacement door, due to police action and the cost of the House Swapper subscription to be raised with the TMO Manager.</p>	TMO Manager to action
6	<p>Manager's Report</p> <p>Staff Review – TMO manager to engage someone to do the review. (Moved J.A – Seconded AF – carried)</p> <p>TMO Liaison Officer - Kieran Bradley nominated (Moved G.K – Seconded J.A – carried)</p> <p>TMO Board Chairman Election to be placed on the March Meeting Agenda.</p> <p>Production of Annual report 2016/17 – TMO manager to draft.</p> <p>TMO Bank Check Signatories to be confirmed with the TMO manager.</p> <p>Review of Business Continuity – accepted by the Board.</p> <p>TMO Budget 2017/18 – to be drafted by the TMO manager.</p> <p>Opening & Closing of Bin Chutes & Playground, the Board agreed;</p> <p>K.B to have keys to Block A Bin Chute</p> <p>M.M to have keys to Block B Bin Chute</p> <p>ZN to have keys to Block C Bin Chute & Playground.</p> <p>GK to assist ZN, if needed.</p> <p>Parking Permits – to continue as normal to be renewed in April.</p> <p>NFTMO – Paul Anderson & Kieran Bradley to attend as TMO representatives</p>	TMO Manager to action
7	2016 Internal Audit - Quarterly Performance Report – Rent Performance Report – Any Other Business (These items are unfinished business, as the meeting ran out of time)	
8	<p>Next Board Meeting</p> <p>29th March 2017</p>	

Motion

That these minutes be accepted as a true record of the meeting.

Mover.....

Secunder.....

Date.....