

WATLING GARDENS TMO LIMITED

Board Meeting

(27th June 2017)

7.30 – 9.30 pm

Minutes

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

Item	Description	Action
1	<u>Declaration of Interests</u> There were no Conflicts of Interests declared by any member	
2	<u>Minutes of Previous Board Meeting</u> *Christina Byrne of BHP has informed Tariq Ali that his behaviour is not acceptable to any staff of the TMO office and as such, his only permitted contact in the TMO office is the TMO Support Officer. *A new cleaner has been employed on a temporary contract. *The Housing Officer is inducting a new 'Housing Assistant' into the role. *Query was raised about the actual salary increase of the present TMO Support Officer: increase from £ [REDACTED] *No changes to the hours of the TMO Manager, they remain at 17½ hours pw. *The internal investigation of a Board member not yet conducted, waiting on the drafting of the letter of suspension. *Leaseholder Group is suspended until election of a TMO Board Member Leaseholder Representative. *TMO Board Secretary to write to all leaseholders to inform them of the TMO Board's responsibility and accountability to leaseholders and vice versa. *CCTV – TMO manager met with the safer neighbourhood team, questions raised about drilling holes for CCTV cameras and insurance validation. (Motion) That the minutes be accepted as a true record of the meeting. Mover: Sana Abbad – Seconder: Pauline fell - carried	
3	<u>Chairman's Report</u> The updated Financial Policy draft was considered. It was felt that the items after 17.6 be deleted as they were items in their own respective policy documents. (Motion) That the Financial Policy with the Board amendments be accepted. Mover: Anne Faherty – Seconder: Djamila Boubatra – carried (Motion) That the wording of the suspension letter is acceptable. Mover: Pauline Fell – Seconder: Geraldine Keady - carried	
4	<u>Manager's Report</u> (Motion) That the increase of the Assistant Housing Officer be raised from £ [REDACTED] Mover: Stuart Leveridge – Seconder: Sana Abbad – carried *The TMO Manager has requested permission to purchase a laptop to "work away from the office" Discussions took place about Line Manager responsibilities, was payment being sought when working at home? Impact, if any, to the contractual 17½ of attendance at work of the TMO Manager. (Motion) That the TMO Manager may purchase a TMO laptop, not exceeding the value of £400, which may be used at the TMO Managers home, with the understanding	

	<p>that any such “working from home” will be unpaid. Mover: Stuart Leveridge – Seconder: Anne Faherty – carried *Clarification about the Leaseholder Group: it is suspended until the election of a TMO Board Member Leaseholder Representative. (Motion) That the reviewed and updated TMO policies, with the exception of the Complaints Procedure are acceptable. Mover: Pauline Fell – Seconder Anne Faherty – carried ██████████ restriction of communicating with the TMO Support Officer has appeared to be breaking down. *Cleaner & Trainee Assistant Housing Officer have been recruited, both on temporary contracts. *Two residents of the TMO have passed away this month. *Pigeon Netting; the Board still believes that Lawtech are responsible for the replacement of the netting to resident’s balconies. *It has been suggested that Lawtech will now make a good will payment of cash to the TMO? *Washing line hooks have been provided on balconies but not the washing lines. *A meeting between the TMO Manager, Board Members and Lawtech to be arranged asap. *Stuart Leveridge disclosed to the Board that he had assisted a vulnerable resident, who had been without electricity for some months, to finally and successfully resolve the situation. The Board expressed their appreciation of his selfless and altruistic act. *Are the vulnerable and elderly residents still being monitored by the TMO? *Concerns were raised about the legitimacy of accepting the installing contractors word, that the cladding is safe. (Motion) That an independent fire safety inspection report be sought, to allay the fears and concerns of the residents of the WGTMO. Mover: Stuart Leveridge – Seconder: Sana Abbad – carried</p>	
5	<p><u>Finance Report</u> *Question was raised as to why Wings Parking was paid £56, in the Aged Creditors section of the May Report?</p>	
6	<p><u>Any Other Business</u> *Pauline fell suggested a joint TMO meeting to be held sometime in July.</p>	
7	<p><u>Next board Meeting</u> Wednesday 26th July 2017.</p>	

Motion

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

Mover.....

Seconder.....

Date.....