

WATLING GARDENS TMO LIMITED

Board Meeting

(29th March 2017)

7.30 – 9.30 pm

Minutes

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

Item	Description	Action
1	<p><u>Welcome & Apologies</u> (Motion) That Kieran Bradley will chair the meeting. Mover Anne Faherty – Seconder Zara newton - carried Apologies from Jeanette Ahearn, Pauline Fell.</p>	
2	<p><u>Declaration of Interests</u> There was no Conflict of Interest declared by members.</p>	
3	<p><u>Minutes of Previous Board Meeting & Matters Arising.</u> (Motion) That the minutes be accepted as a true record of the meeting. Mover Massimo Moro – Seconder Kieran Bradley - carried</p>	
4	<p><u>Matters Arising</u> *The joint BHP/Lawtech drop-in surgery has been agreed and will operate fortnightly from Thursday 30th March. *Speculation concerning the end-date of the works took place; initially it was believed that the end date would be May 2017. *An exchange of views was expressed on future possible cosmetic improvements to the estate after the works have finished. *The present situation regarding the staff review, to be dealt with in the manager's Report. *Parking Permits & Bin Chute Issues have been actioned.</p>	
5	<p><u>TMO Board Chairman Vacancy</u> Kieran Bradley clarified to the Board Members the legal requirement of having a Board Chairman. He went on to give an account of the next steps, regarding an Open Meeting, if we fail to resolve this issue this evening. (Motion) That Kieran Bradley is nominated as Board Chairman. Mover Zara Newton – Seconder Djamila Boubatra – unan.</p>	
6	<p><u>Manager's Report</u> *Homeswapper – further information was required concerning the process of how residents can actually access the Homeswapper website. *The Annual Report is being dealt with by the TMO Manager *It was proposed that the keys to the football pitch & playground would rotate amongst the board members each month. *Staffing Review, it was agreed that a working group be set up with the TMO Manager, to review and authorise a staff review. A selection of dates to be provided to accommodate an amicable date for the meeting. *MMA Review, it was agreed that a working group be set up with the TMO Manager, to review and authorise the MMA review. A selection of dates to be provided to accommodate an amicable date for the meeting. *Information was given regarding ██████████ *On going issue over a deceased resident and a Termination Contract.</p>	<p>TMO Manager to action</p> <p>TMO Manager to action</p> <p>TMO Manager to action</p>

	<p>*Crime Prevention to be held sometime in May, possible input into the location of CCTV, after the works end, dependent upon costs.</p> <p>*Concerns about the state & condition of Claire Court.</p> <p>* A long discussion concerning the work ethic of an employee, took place, regarding the perception of that individual's ability to perform their work satisfactorily. Complaints were raised about cleanliness on the first two floors but nothing appears to have been done above the second floor level. Further concerns whether the individual's work attendance record was meeting their required full time contract.</p>	
7	<p><u>Treasurer's Report</u></p> <p>*Nothing to report on the Financial Records, as all was within budget.</p> <p>*Kieran gave a summarisation to the Board Members about a meeting held at Brent Council, between himself and the TMO Manager with the council's finance director. Kieran explain that with the uplift in allowances against the Council spending, percentage reductions, the TMO has gained overall by about £12K. This is good news for the TMO and puts it in a good position financially.</p> <p>*It was suggested that hopefully during the Crime Prevention day in May, the costing of CCTV underneath the podium/garages may be a consideration.</p>	
6	<p><u>Any Other Business</u></p> <p>Three items were raised;</p> <p>*Ventilators in bathrooms – How to find out if they are working as the smell of smoke from cigarettes from adjoining flats is unwanted</p> <p>*Food Recycle Bins – complaint was raised about the signs of infestation by Rats in and around these bins and within nearby parked cars.</p> <p>*It was reported that Stuart Leveridge requested to re-join the TMO Board. After a brief discussion it was decided that the proposal for Stuart Leveridge to be put before the Board.</p> <p><u>(Motion)</u></p> <p>That Stuart Leveridge shall be admitted to the TMO Board as a co-opt member. Mover Zara Newton – Seconder Kieran Bradley - carried</p>	
7	<p><u>Next Board Meeting</u></p> <p>26th April 2017</p>	

Motion

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

Mover.....

Seconder.....

Date.....