

WATLING GARDENS TMO LIMITED

TMO Board Meeting

(26th September 2018)

7.30 – 9.30 pm

Minutes

Location: Community Hall (Block C)
 Present: Sana Abbad, Kieran Bradley, Catherine Dack (Manager) Peter McCauley, Alan Milner (Chairman), Zara Newton, Ray Wells.
 Guests: Kefale Alemu, Sacha Clarke.
 Apologies: Geraldine Keady, Massimo Moro
 Chaired by: Alan Milner (chairman)
 Recorded by: Peter McCauley

1	The Chairman opened the meeting and welcomed all attendees. The Chairman introduced two new residents wishing to join the TMO Board, Kefale Alemu and Sacha Clarke.	
2	<u>Declaration of Interests</u> There were no Conflict of Interest declared by any member.	
3	<u>Previous Minutes</u> Three sets of minutes were presented to the meeting to be accepted as a true record of those meetings 29 th May 2018 - Mover: Sana Abbad – Seconder: Kieran Bradley – carried. 1 st August 2018 - Mover: Zara Newton – Seconder: Ray Wells – carried. 19 th September 2018 - Mover: Sana Abbad – Seconder: Zara Newton – carried.	
4	<u>Matters Arising</u> Enquiries raised from items within the three sets of minutes, were all acknowledged with either responses from the Chairman or Manager, either by indicating that the item raised, will be dealt with in the Manager's Report or by an explanation that the item was still on-going.	
5	<u>Chairman's Report</u> (Motion) That this TMO Board accept Kefale Alemu and Sacha Clarke as Co-Opt members. Mover: Ray Wells – Seconder: Zara Newton – carried The Chairman informed the meeting, that due to continuing ill health problems, he would be stepping down as Chairman, and resigning from the Board effective from the end of this Board meeting. Everyone was greatly saddened by this news, as Alan had proved himself a good and effective Chairman and champion of the TMO, but everyone understood his health issues, which are a genuine concern to us all had to recognised, and the Board thanked Alan for his service to the Board and reluctantly accepted his resignation. The Chairman thanked everyone, and those of the Resident's Panel, who had brought about such an eventful and successful opening-day of the new Dementia Gardens. Alan recognised all the hard work of planning and preparation, behind the scenes, that had gone into making the open-day such a flourishing event for all the guests who attended that day. finally, The Chairman reported that it was his good fortune, to have recruited Catherine Dack as manager. Alan is very impressed with Catherine's positive work ethic, and Catherine's ability to initiate programmes that enhance, elevate and enrich the overall sense of purpose and feel, of living and working on the Watling Gardens Estate. (Motion) That this TMO Board expresses its grateful thanks to Alan Milner, for all that he has done for, and on behalf of, all residents on the Watling Gardens Estate. Mover: Ray Wells – Seconder: Kieran Bradley – unan.	Vice Chair to cover interim Chairman Election November Agenda
6	<u>Manager's Report</u> The Manager's report, covering a period from July 2018 till September 2018, covered multiple items both new and old, ranging from Rent Performance to Voids and Contractor Work to Community Engagement. Rent Report: The Manager reported that current rent collection targets are being meet. The Manager also identified that the TMO Support Officer (Ewa) has been performing an excellent and stoic job of keeping on top of Rent Collection for the TMO, and is a vital asset to the TMO. External Water Tap: A tap will be fitted to an external wall, of the Community Hall, for the use of watering the Dementia Garden. Urban Canopy: The TMO Grounds Maintenance/Cleaner, will receive complementary training during October.	

	<p>Tenant's Panel: The TMO Board recognises the great work and contribution, of Barbara Bennett and the newly formed Tenants' Panel, in regard to the successful Dementia Gardens open-day.</p> <p>Tenant's Survey: to be re-distributed.</p> <p>Garage Policy: To include clause preventing garages being used as a storage area.</p> <p>Viola: The cleaning company will be canvassing the estate, distributing documents and recycle bags, to guide residents on the correct methods of recycling.</p> <p>Waites: The TMO has applied for three cycle storage units, to be place across the estate, at no cost to the TMO.</p> <p>Charity Status: It is proposed that the TMO shall apply for Charity Status, to operate alongside the TMO contractual duties and responsibilities as defined within the MMA.</p> <p>Pop-Up Café: Volunteers are required for the Dementia Garden's pop-up café. Please contact the TMO office.</p> <p>TMO Staff Party: The office will be open for half-a-day, on Friday 14th December, to accommodate a Staff Party. Xmas voucher gift to staff members?</p>	<p>November Agenda</p> <p>November Agenda</p> <p>November Agenda</p>
7	<p>Treasurer's Report</p> <p>The meeting was informed, that before the start of the present financial year, a draft TMO Budget for 2018/19 was drawn up. It was recognised, at that time, that the TMO were to expect a couple of exceptional one-off budget items, namely the Tree Work and the CCTV installation work. The effect of these two items pushed the TMO Budget into a deficit of about £60,000. But only five months into our present financial year, with additional spending by the TMO, has now pushed this deficit to around £76,000. Please keep these figures in mind when considering future spending this financial year.</p>	
8	<p>Any Other Business</p> <p>TMO Board Xmas Dinner: Kieran Bradley and Ray Wells to arrange and organise. Arrangements to be disclosed at next Board Meeting.</p> <p>Estate Bench by Football Pitch: Concerns were raised about the rumour and speculation, about the possible removal of this bench. After much discussion and comment from the Manager, it was the consensus of the meeting, was that the bench, which has been in situ for many years and is perfectly usable, and shall remain in place. *The Manager placed on record, that she disagrees with the TMO Board decision not to move the bench situated outside Watling Gardens bungalows, on the basis that we are failing to act on a request made from one of Brent Council service providers who are specialists and qualified to make that request. Board Members also need to act in the interest of WGTMO and consider requests independently of personal opinion.</p> <p>Community Hall Hire Deposit: Question - If the hirer of the Community Hall, does not comply with the terms of the Hall Hire Agreement, do they get their deposit back? Answer – No.</p>	<p>November Agenda</p> <p>*Post meeting edit</p>
9	<p>Date of Next Board Meeting: Wednesday 28th November 2018.</p>	

Motion

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

Mover.....

Seconder.....

Date.....