

WATLING GARDENS TMO
(On-line)
BOARD MEETING
27th May 2020
3 pm

Minutes

Location: (On-line)
Present: Kefale Alemu, Kieran Bradley, Sacha Clarke, Catherine Dack (Estate Manager) Ryan Dolan, Judith Gayle, Peter McCauley, Zara Newton, Ray wells (Chairman)
Apologies:
Guest(s)
Chaired by: Ray Wells
Recorded by: Peter McCauley

1	The Chairman opened the online meeting and welcomed all attendees There were no Conflicts of Interest declared by any member.	
2	<p>Manager's Report: The Estate Manager outlined the following items: The fencing work around the Podium car park, has been handed over to another contractor, as the previous contractor has gone out of business. The broadband installation work will resume sometime during the first week of June. The CCTV company has been called back to repair and restart the CCTV equipment. The TMO insurance has been increased this year. Contractors working in C block, were starting work before the regulation guidelines, and also working over the Bank Holiday weekend. An apology letter to be sent out to residents of Block C. The Contract between the De-cafe Co-ordinator and the TMO is to be renewed: Board requested for a clarification of what is the basis of this contract? Some confusion ensued about the scope of the De-Cafe project ensued. Further information of the specification of the contract required. (item deferred) The MMA contract to be signed off by June 20th. Question: have the outstanding disputed items been agreed? The new charity application has been submitted. The community hall table is beyond repair. (item deferred) Estate Manager requested overtime payments for staff, due to perceived bin collection failures over the Bank Holiday Weekend, Upon closer inspection of the facts, it was in fact a management failure, that contributed to the rubbish build up prior to the rubbish collection failure. It was brought to the Manager's attention, that the Food Recycle Bin, opposite Block B, had not been emptied for two months, and was now considered an environmental hazard. If these bins are not to be emptied, for whatever reason, they should then be removed. Consideration to open the estate playgrounds. As the government position is that they should remain closed at this time, the estate playgrounds shall remain closed. Children are still using the cycle storage area are still being used as a climbing frame The Estate Manager requested funding to decorate the office. which the Board declined. A new parking policy is required. (item deferred, as a draft had not been forwarded to the Board)</p>	<p>Manager to clarify</p> <p>Manager to clarify</p> <p>Manager to action</p> <p>Manager to action</p>
3	<p>Board Chairman Position: The Chairman indicated that he wishes to stand-down. The Vice-Chairman also indicated that he is also wishes to stepdown. It was pointed out that that all the previous Chairman of the TMO Board, were white middle aged white men, and more diversity must be considered for this position. Considering the difficulties in trying to get anyone to join the Board, regardless of ethnicity, the same problem will occur trying to recruit a new Chairman. The Chair & Vice Chair both agreed to remain in office, until the TMO AGM. A letter will be sent to all residents, asking for a candidate for the Chairman's position, and for joining the TMO Board. It was the consensus of the meeting that if there is no response to the letter, that the Board will have to consider the future of the TMO.</p>	<p>Manager to action</p>
4	<p>TMO Office Opening & Staffing Working: The subject of the TMO Office and Staffing, was considered by the Board. As the present Covid19 guidelines are, "for those who can work from home should do so" the hope of getting the Board to open the office as soon as possible, and get all the staff working normally and safely, seemed a little remote. The Board put forward several possible covid19-safe proposals, to try and open the office, such as the possibility one staff member per day in the office, or resident's booking appointments to visit the office" The manager felt that a risk assessment should take place prior to normalizing the TMO Office. Kieran Bradley asked that it be noted, that he is disappointed at the Board's reluctance, to even attempt to open</p>	

	<p>the TMO Office, with covid19 safeguards in place, which he felt would offer the residents a certain amount of 'face to face' office availability.</p> <p>The issue of ground maintenance, especially in front of Claire Court, seems to be lacking over the last ten weeks. The Manager assured the Board that the matter, including the area in front of Claire Court, will be dealt with by the TMO Cleaner/Gardener.</p> <p>The Board thanked Ryan Dolan for allowing the TMO Board the use of his personal Zoom Account. Also the Board thanked the Staff and Manager of the TMO for their continued work</p>	Manager to action
--	--	-------------------