

WATLING GARDENS TMO
(On-line)
BOARD MEETING
Wednesday 25th November 2020
6 pm

Minutes

Location: (On-line)
Present: Rondell Benjamin, Kieran Bradley, Sacha Clarke, Anne Faherty, Geraldine Keady, Peter McCauley, Zara Newton, Alex Perez, Vincent Shailer (Chairman)
Apologies: Judith Gayle, Aly Elkerm.
Guest(s):
Chaired by: Zara Newton
Recorded by: Peter McCauley

1	The Chairman opened the meeting and welcomed all attendees	
2	Declaration of Interests: There were no Conflict of Interest declared by any member	
3	Minutes of last Meeting: No hard copies were contained in the 'meeting pack' - Minutes will be signed off at the next meeting.	
4	Items of Business: None.	
5	Chairman's Report: The Chair informed the meeting about the recent Chair & Manager's meeting. The parking under the podium price plan had been progressed. Hopefully a Newsletter advertising the Secure Parking Spaces, and the introduction new Board Members to the residents, can be circulated. Whilst the fallen tree and the fence repair has been dealt with, the costing of the works has not been yet finalised.	
6	Manager's Report: As per the hard copy contained in the 'meeting pack' a couple of items in the report raised some questions, stemming from the employment of a new De-Café Co-Ordinator? Q: What is the relationship between the De-Café charity, and the TMO? Q: Who is responsible for the management and the financial responsibility of the De-Café charity? Q: Who has the authority to determine the expenditure of the De-Café charity? Catherine has requested from Board Members as to what they would like to see contained within the Manager's Report? Question was raised about Leaseholder/Tenant repair issues that also affect their neighbours property. i.e. burst pipes. Who claims on whose insurance?	
7	Treasure's Report: Nothing to report.	
8	Any Other Business: Q: Can we use the furlough scheme? A: No, as the office staff are still working, albeit from home. Q: The satellite dish on Block C and the CCTV payment for Leaseholders still waiting an answer? Q: TMO Cheque signatories to include the new chairman, and removal of inactive signatories? A: The Estate Manager to progress Q: Query was raised about a cheque raised for wing parking. A: The TMO only suspended the parking enforcement, not the parking contract, hence the cheque Q: Update the Board on the matter of the cancelled cheque? A: Finance office is in on Friday. Q: Dog droppings on estate not being picked up, can we have this as a Newsletter item? A: Yes. (Motion) That this TMO Board will authorise a thank-you gift of £50 this Christmas, to the 2 caretakers and the maintenance officer, who worked on the estate during the Covid 19 pandemic. Also, 'Staff Christmas Bonus' payments will no longer be considered or authorised. Mover: Zara Newton – Seconder: Rondell Benjamin – carried. Discussions then focused upon the office opening hours over the Christmas and New Year period. Friday 25 th December 2020 – office closed Monday 28 th December 2020 – office closed Friday 1 st January 2021 – office closed (It was noted that the office will only be open for 3 days, week commencing 28 th December 2020.)	
Next On-Line Board Meeting – Wednesday 30 th December 2020 at 6:30pm		

Motion

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

Mover.....

Secunder.....

Date.....