

WATLING GARDENS TMO
BOARD MEETING
Wednesday 6th January 2021
6.30 pm

Minutes

Location: [On-Line](#)
 Present: Rondell Benjamin, Sacha Clarke, Aly Elkerm, Anne Faherty, Judith Gayle, Geraldine Keady, Peter McCauley, Zara Newton (V/Chairman), Vincent Shailer (Chairman)
 Apologies:
 Guest(s)
 Chaired by: Vincent Shailer (Chairman)
 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 the last Board Meeting: That this TMO Board accepts the minutes of 25 th November 2020 as a true record. Mover; Zara Newton – Seconder: Anne Faherty – carried. (it was noted that the minutes from the 5 th November 2020, have not yet been dealt with)	
4	Items of Business: The TMO Board set a provisional date for the 2021 AGM for September 2021.	
5	Chairman's Report: The Chairman informed the meeting about a meeting the Chair & Vice Chair, had with the Estate Manager the previous day. The Chairman informed the meeting that the Estate Manager is due to receive a Covid Shielding Letter from her doctor, and as such will now be Covid Shielding, and will now be working from home with immediate effect. The Chair also informed the meeting, to reduce possible fatigue issues to the remaining 'office staff' that the office should close during the week, and possibly their stagger their work start times. No Covid provisions were identified for the 3 TMO cleaning/maintenance members of staff. It was noted that the Estate Manager had not yet received the 'shielding letter' as yet. The Chair assured the meeting that a copy of the Covid Shielding letter would be forwarded to him, when the Estate Manager receives the letter. The consensus of the meeting, is for the office to remain open, with only one member of office staff, on duty on a rotating basis, as has been the practice that the Board adopted since June 2020. Podium Secure Parking; 16 residents have taken up the offer to purchase a secure parking bay area. A resident's illegally parked vehicle is to be removed from the secure parking area, sometime next week. The Board are adamant that the costs for the removal of the vehicle, shall be passed onto the vehicle's owner. Newsletter: The meeting would like a newsletter published. Fallen Tree: The fallen tree has been dealt with and the fence has been repaired. Question raised; has a claim been made against Brent Council's Insurance, to reclaim the costs?	
6	Manager's Report: The manager's report was based upon the supplied written report to Board Members. Matters arising from the written report; Engagement of new Parking Enforcement Contractors, several operators are under consideration. Properties on the estate are being decommissioned and secured by Brent Council, as part of the Watling Gardens redevelopment plans. It transpires that one of the TMO Board Members present at this meeting, is one of the residents being de-camped off the estate. The TMO Secretary to review the TMO Rules on Membership, and inform all Board Members accordingly.	
7	Treasure's Report: Nothing to report	
8	Any Other Business: Satellite dish on Block C; why was the dish attached to the safety rails? Chairman to be added to the cheque signatory list. Estate manager to action. Notable increase of dog dropping across the estate. (Item for newsletter) Three members of the cleaning/maintenance team receive £50 'thank you' payment for their admiral and excellent service to the Watling Gardens Estate, during the Covid pandemic. It was again agreed, that the provision of a financial reward or bonus, for members of staff, shall cease. Next Meeting Date – Wednesday 3 rd February 2021 at 6:30pm (on-line)	

Post Meeting Note:

The TMO does not have a Working from Home Policy. The TMO Secretary to liaise with the TMO HR Department and the TMO Insurance Company to find out the possible and probable ramifications to the Business of the TMO, regarding this issue, and report back to the Board.

Motion

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

Mover.....

Secunder.....

Date.....