

**WATLING GARDENS TMO
BOARD MEETING
MINUTES
Wednesday 30th June 2021
6.30pm**

Minutes

Location: Community Hall (Block C)
 Present: Kieran Bradley, Sacha Clarke, Catherine Dack (Estate Manager)
 Ryan Dolan, Geraldine Keady, Peter McCauley, Vincent Shailer (Chairman)
 Apologies: Rondell Benjamin, Judith Gayle
 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 Previous Meeting: That this TMO Board accepts the Board Minutes of 26 th May 2021 as a true record. Mover: Geraldine Keady – Seconder: Sacha Clarke – carried.	
4	Chairman’s Report: The Chairman informed the Board to the latest developments, regarding the present position of the Estate Manager. The Estate Manager declined to respond to any of the Chairman’s questions about a possible return to work date.	
5	Manager’s Report: (via on-line)The Manager’s Report is based upon the ‘hard copy’ that was supplied to the Board Members. Questions raised included; Q: The damage to the paving slabs, which cover the centralised heating and hot water system pipes was caused by the Borehole Contractors needlessly driving their vehicles over them A: The TMO to make the repairs and recover costs from Brent Council. Q: Who conducted the survey of the Basketball Court, which has been closed for about 15 months, that concluded that repairs were deemed necessary, before the Basketball Court could be reopened. The consensus of the Board was, that as the Basketball Court is to be demolished under the redevelopment programme, and any such repairs cost would be deemed unfeasible to the TMO. Q: Concerns about the cost and the standard of work regarding the installation of a ‘trellis’ fence. Q: Who is responsible for the replacement front doors that have been forced open? Q: Around the middle of March, the Board made recommendations to the Estate Manager about the information that they wished to be included within the Manager’s Report. It was suggested that a EOP (Engagement, Operations and Projects) of the three office staff, be included within the report. The purpose of the report is to give a greater understanding to the Board of the top priorities and any issues that staff are dealing with. Could this be included in next month’s Manager’s Report? Q: Can the Board get clarification about the responsibility, operation and the costs of the Parking Enforcement, that is being operated on the estate, outside the control of this TMO?	
6	Treasurer’s Report: The TMO Insurance policy premium has increased by 5.11% since last year. Clarification was given to the correct process of Raising of an Invoices, which the cheque signatories are required to sign. The Board were apprised of the cost of repairs to the lawn mower and the strimmer (not including the latest repairs to the equipment), plus the cost of supply and installation of the ‘trellis’	
7	Any Other Business: The Estate Manager asked for feed-back, regarding an implied under spend during the last financial year? The Board Members present were unaware of any such underspend. The state of cleanliness of Block B has raised concerns. This block is maintained by the ‘agency cleaner’ The Estate Manager read out a prepared statement to the Board. (It was at this point, that the precise nature of the illness, afflicting the Estate Manager, was finally revealed to all TMO Board Members)	
8	Next Board Meeting Date: Wednesday 28th July 2021	