

Haddonhall Residents Tenant Management Organisation
Minutes of Board Meeting
Date 8 June 2010

Present	George, Flo, Ebenezer, Doris, Patrick, Martin, Maureen, Sue, Poddy Clark (Councillor)	
1. Apologies	Mustapha, Leone (Southwark TMI Unit), Tim McNally (Councillor)	
Agenda item	Decision	Action by
2. Minutes	Minutes of Jan meeting was discussed and agreed by members	All
3. Matters arising	<p>Poddy informed members that the local Councillors are keen to support Haddonhall and the wider community by regularly attending our monthly committee meetings. According to Poddy she will share attendance to the meetings with Cllr Tim McNally. Poddy also informed members that the local Councillors are trying to be accessible as much as possible to members of the public by holding regular surgeries at different times and at different locations. Apart from holding surgeries Poddy mentioned that the local Councillors had also started undertaking home visits. As part of the plan to hold the surgeries at different locations George confirmed to members that Haddonhall had agreed for the community room to be used as one of the venues for the surgeries.</p> <p>Flo raised the issue about the rat boxes on the estate which according to her seem not to have been inspected or cleaned for a long time. Martin advised that the boxes were ordered before his time but as far as he was aware there should be a contract in place for them to be inspected regularly. It was agreed that Martin will check and confirm at the next meeting if there is a contract in place and also whether there is the need to keep the boxes.</p>	<p>Poddy</p> <p>Martin</p>
4. Managers report	<p>To ensure the estate office has photographs of all Haddonhall tenants in their tenancy files George suggested that Martin should start taking photographs of tenants as part of the tenancy checks. Martin advised that even though like the Council and other social landlords the estate office had been taking and keeping photographs of new tenants at the start of their tenancy he was of the opinion that it was not appropriate to be going around and taking photographs of existing tenants. It was agreed that Poddy will check and advise members at the next meeting if it is a good practice and also if there are any human rights implications to take into consideration.</p> <p>After discussing the quotations for piloting CCTV camera on the estate members agreed to suspend the project due to the high cost and the recent announcement by the coalition government to reduce the number of cameras.</p>	<p>Poddy</p> <p>Martin</p>

	<p>Martin updated members that he had ordered bicycle racks for the estate and waiting for their delivery. According to Martin the racks will be installed at Potier St. and Prioress St where there seems to be on-going problems with tenants keeping bicycles and bulk items in communal areas.</p> <p>Members discussed and agreed that due to the short time between monthly meetings instead of providing an Estate Managers report at each meeting it would be more productive and efficient for Martin to provide a report quarterly ensuring that he provides more detailed information especially on rent and finance for discussion. Martin responded that he agrees with the decision because on most occasions not much takes place in between monthly meetings which limits the information he can provide in his report but changing to quarterly reporting will tie in very well with the quarterly monitoring undertaking by Southwark.</p>	Martin
5. Estate/Community Events	<p>Martin informed members that the Jam Factory Residents Association (JFRA) had invited committee members to their annual barbecue being held on Sunday, 13 June. It was agreed that members who would like to attend have to let Martin know by the end of the week to enable him to pass on their names to JFRA.</p> <p>George informed members that there were going to be a number of residents' activities including a race night, quiz nights, showing of the world cup games during the months of June and July at the community room. Members agreed that George will look into the possibility of organising a resident event this summer which will be discussed in more detail at the next meeting.</p>	All All
8. Training & External Meetings	George informed members that he would be attending the NFTMO'S Annual TMO Conference and NFTMO'S AGM taking place on 13 June.	George
9. Policy	Members approved the new policy and procedure on Learning and Development after Martin went through the draft with them. To ensure the policy meets any recent HR as well as Training and Development legislation George suggested that Martin sends a copy to First Business Support (our HR Advisors) for them to go through.	All
10. Action Plan	Martin went through his draft Estate Action Plan with members and agreed specific target dates (deadlines) for completing the various projects/actions identified in the plan. Members agreed that like the Estate Manager's	All

	report the plan would be discussed in detail every quarter at committee meetings.	
8. AOB and date for next meeting	In the absence of any further discussion the meeting was closed. Date for next meeting is Tuesday, 6 July 2010.	All