

**Haddonhall Residents Tenant Management Organisation**  
**Minutes of Board Meeting**  
**Date 8<sup>th</sup> March 2011**

Present	George, Ebenezer, Sue, Maureen, Patrick, Flo, Martin, Chris, Demi (observer)	
1. Apologies	Leone	
<b>Agenda item</b>	<b>Decision</b>	<b>Action by</b>
2. Minutes	The minutes of February's meeting was discussed and approved by members present.	All
3. Matters arising		
3.1	Martin informed members that he had still not received a copy of the stock condition survey report he requested from Southwark. Members agreed that Martin would have to continue chasing Southwark for the information.	Martin
3.2	Martin reported to members that he had drafted a letter which he is going to send out to residents to inform them about the board's decision on residents installing front garden fencing. Martin went further to say that George advised him not to send them out because the board did not vote on the matter when it was last discussed.	All
3.3	As a result members voted and out of 7 members present 5 were in favour of residents paying for the cost of installing their own fencing after obtaining permission from the estate office. The board then agreed for Martin to send out the letter to all residents affected by the decision.	All
4. Code of conduct		
4.1	George gave members the opportunity to comment on the letter he sent out to remind them on their responsibility under the code of conduct specifically regarding respecting each other and not interrupting when a member is speaking.	All
4.2	Sue commented that instead of writing to members it would have been better if George had spoken to members individually about the issue. In response to the comment George apologised to members and assured them that he was not trying to pick up on any members but only trying to ensure that all members have the opportunity to contribute during meetings.	George
5 Parking meeting and OAP properties		
5.1	George informed members that the meeting which was arranged to discuss the introduction of parking control on the estate went very well. George advised members that	George

	<p>apart from a few changes to the policy and procedure drafted by Martin it was agreed that residents would be updated on the issue at the next general meeting.</p> <p>5.2 George also said that some of the measures which members agreed at the meeting was agreeing a contract with a parking control company who the estate office would be able to contact when required for enforcement action to be taken, putting up signs on the estate to remind residents and the general public about the parking restrictions on the estate, re-numbering of the parking bays and demarcating parking restrictions at certain locations on the estate like the rear of the estate office –this is subject to the final agreement between Southwark and Haddonhall on the TMO's areas of responsibility and boundaries which is currently being negotiated as part of the new management agreement</p> <p>5.3 George reported to members that the TMO had received from Southwark a list of Haddonhall properties which according to their records are designated as OAP's. George informed members that he was concerned that there is a big discrepancy between Southwark's list and that held by Haddonhall.</p> <p>5.4 George also mentioned that he has had a word with Cllr Tim McNally who informed him that a consultation exercise was carried out some years ago by Southwark on OAP properties within the entire borough but not specifically to do with Haddonhall so it was possible the changes were made at that time. Like George members raised their concerns about the discrepancies and the fact that Haddonhall was not officially informed of any changes.</p> <p>5.5 In light of the above the board agreed that Martin and George to write officially to Southwark to raise our concerns with them.</p>	<p>All</p> <p>Martin &amp; George</p> <p>All</p> <p>Martin &amp; George</p>
6. 2011/12 budget	<p>6.1 Martin informed members that the TMO had officially been notified of our allowance for the year 2011/12. Martin said that from the figures provided our allowance has increased by 5.12%. The board agreed that Martin will meet with Patrick to set up the budget for 2011/12 financial year.</p>	<p>Martin</p>
7. External decoration	<p>7.1 Martin informed members that he had requested but yet to receive from Southwark a copy of the specification used for the last cyclical works which was carried out as part of the major works on the estate.</p>	<p>Martin</p>

<p>7.2</p> <p>7.3</p> <p>7.4</p>	<p>Martin also informed members that he had received from Maggie a copy of the specification which was used by Cooper Close TMO to tender for their external decorations works and from the report it appears Cooper Close paid a qualified Chartered Architect to oversee the project so it is likely Haddonhall would have to do the same.</p> <p>In response to Martin's suggestion Sue commented that she did not think there would be the need to employ the services of an Architect as it would cost the estate a lot of money. Sue said that she does not recall the estate employing the services of an Architect when the last works were carried out therefore she suggested we carry out the process without employing a surveyor.</p> <p>The board agreed to suspend making a decision on the matter until we receive a copy of the specification from Southwark.</p>	<p>Martin</p> <p>Sue</p> <p>All</p>
<p>8. Training and General meeting</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.3</p> <p>8.4</p>	<p>Members agreed to hold a general meeting on Thursday, 28<sup>th</sup> April 2011 from 7.00pm at the Round House. It was agreed by the board that Martin would ensure the venue is booked.</p> <p>Members agreed that the following key issues should be on the agenda:</p> <hr/> <p>1. Parking Control 2. Election of new board members 3. Update on the OPD properties 4. Neighbourhood Watch</p> <hr/> <p>It was also agreed that Martin will meet with George to draft the agenda and an invitation letter to all residents on the estate</p> <p>Members discussed and agreed that instead of organising a street party on the day of the Royal Wedding the community room would be open on the day and the television put on for residents who are interested to watch the ceremony. It was agreed that drinks and nibbles would be provided on the day.</p> <p>Members agreed that we would be organising our usual summer resident open day sometime in August. The date would be agreed at a future date.</p>	<p>All</p> <p>All</p> <p>Martin and George</p> <p>All</p> <p>All</p>

<p>9. AOB</p> <p>9.1</p> <p>9.2</p>	<p>Martin raised the issue about the TMO setting up a grant which could be used by the estate office to support residents who are in dire need. Martin explained to the board that he was thinking about such a scheme because he had been approached by a few residents who were in need of a little financial help to pay for their transportation cost to an interview or college but unfortunately he could not help them because the TMO did not have a scheme in place.</p> <p>After deliberating on the matter the board agreed that it would be a good idea to set aside a small budget which would be monitored by the estate office to assist residents. Members were in agreement that to be able to sustain the scheme the money should be given as a grant so that residents who can afford would pay back the money in due course. A sum of £1000 was agreed.</p>	<p>Martin</p> <p>All</p>
<p>10. Date for next meeting</p>	<p>Tuesday, 12<sup>th</sup> April 2011</p>	<p>All</p>