

Haddonhall Residents Tenant Management Organisation

Minutes of the Board Meeting

Date: 21/6/2011

Present	George, Maureen, Patrick, Sue, Flo, Ebenezer, Chris, Eric, Martin, Tim Surry (Southwark Properties), Jeremy Pilgrim (Southwark Properties)	
	We welcome Shirley and Demi onto the Committee	
Apologies	Leonie	
Agenda item	Decision	Action by
I. Decima Street Development	<p>1.1 Tim Surry and Jeremy Pilgrim from Southwark Properties were in attendance to speak to the committee about the Decima Street Development. They showed the committee plans for the development, which will consist of 37 flats out of which 31 will be allocated for sale, 6 which will be wheelchair accessibility on the 1st floor and a commercial unit which will be located on the ground floor.</p> <p>1.2 They also informed the committee that agreement has been reached for to sell the little strip of land which is currently under Haddonhall's management to the developer.</p> <p>1.3 In response to questions as to if Haddonhall will benefit financially from the sale of the land we were advised that the money will go into the Housing Revenue Account of the council which will be allocated for various services within the borough. They went on to explain further that the developers have agreed to develop the land by landscaping the whole area and also provide seating which will be put back in the public realm to be used by the community.</p> <p>1.4 Martin suggested that as good will gesture for agreeing for the project to go ahead and also giving up the land Jeremy should speak to the developers about landscaping the rest of the area for Haddonhall as the pavings are uneven and posing a safety hazard. Jeremy responded that he was not in a position to confirm the developers will definitely agree to the proposal but he was happy to discuss it with them.</p> <p>1.5 Following the discussion members voted and agreed unanimously for the project to go ahead with George commenting that he was happy some of the new homes would be wheel chair</p>	

	accessible.	
2. Minutes of the last meeting	The minutes of the last meeting was agreed	
3. Matters arising	<p>3.1 Martin updated members regarding the questionnaire he sent out to establish which of our properties had been adapted and the types of adaptations. Martin advised that to date he received no response. It was agreed that Martin will do some door knocking to try and get residents to complete them</p> <p>3.2 Members agreed that the general meeting that was held last month went very well.</p> <p>3.3 Martin informed members that he arranged for Patrick, George and himself to have a meeting with Bridge Parx Ltd regarding using them to provide parking management on the estate. Martin said a decision was made after the meeting not to use the company due to a number of reasons like the representative who attended the meeting not being able to answer most of the questions he was asked and also it appeared from the meeting that the company had no base around South London to be able to provide a prompt and responsive service when called upon.</p> <p>3.4 Martin informed members that he had emailed Southwark Parking again about the possibility of using their services even though in the past he was advised they were not taking on any TMO estates.</p> <p>3.5 Martin also suggested that as we are still not sure of our estate boundaries which are still being negotiated with Southwark as part of the on-going review of our management agreement we put a hold on the whole parking project which will involve putting up signage, marking our parking bays and parts of the estate roads with appropriate lines to stop parking etc until the management agreement is agreed and signed.</p> <p>3.6 It was agreed that as an interim measure to address the on-going problems experienced by some residents by being blocked in their bays</p>	

	<p>by other vehicles and also emergency vehicles not being able to reverse Martin will arrange for double yellow lines to be demarcated at the areas which are currently posing the most serious problems like the end of Prioress Street, part of Potier Street and the area behind the estate office.</p>	
<p>4. Budget, Audit and Leasehold charges</p>	<p>4.1 Martin informed members that he had met with Patrick to set the budget for 2011/12 financial year and presented copies of the budget to members. Members discussed and agreed the budget</p> <p>4.2 Martin also informed members that as part of setting the budget he looked at ways of reducing the cost of service charges to leaseholders and one of the areas he thought the organisation will be able to make savings by switching our electricity supply in the communal areas from EDF to the Utility Warehouse. Martin presented members with a break down of the savings which could be made by switching over.</p> <p>4.3 After deliberating on the subject members agreed to switch providers however Sue suggested that it was important we do not end up going for a long term contract which we will have difficulties terminating if we are dissatisfied with the services we receive from the new company.</p> <p>4.4 George informed members that in response to concerns raised by some leaseholders regarding their service charges he had been in touch with an officer from Southwark who has been visiting some estates to discuss service charge with leaseholders. George advised members that the officer is happy to come and speak to our leaseholders about their charges. Members agreed for George to arrange the meeting.</p> <p>4.5 George also explained to members the criteria for calculating/establishing what type of works would require section 20 consultations provided the following information:</p>	<p>George</p>

<p>4.7</p>	<p>Based on assumptions of 6 flats to block, if not other calculations will need to be done. Figures based on formula given by council.</p> <p>Block Repairs 1 bedroom £16.66 per £100 2 bedroom £15.38 per £100 3 bedroom £17.95 per £100</p> <p>Estate Repairs 59 – 60p per £100</p> <p>Leasehold Consultation Legal requirements begin when individual cost is £250 or more.</p> <p>For estate repairs this will be £42,250</p> <p>For block repairs this will be:</p> <p>1 bedroom £1500.60 2/3 bedroom £1392.76</p> <p>Note these costs are based on a single cost of a single contract and not cumulative. Variations to typical 6 flat blocks with 6 single flats or 3 x 3 bedrooms and 3 x 2 bedrooms would need to be worked out individually.</p> <p>As part of the discussion the committee suggested to Martin to check and ensure our budget allocated for external decorations is ring fenced and in the appropriate account</p>	
<p>5. Staff wages</p>	<p>Members agreed to suspend making a decision on the matter until the next meeting</p>	
<p>6. Chairs Decision</p>	<p>George said that due to Mike Snowsell's current illness he recommended May Buildings to Martin as a possible alternative to Mike.</p> <p>George had come across May Building while working for a co-operative. After meeting with one of the directors Martin agreed to use May Building if required.</p> <p>While the company has not been used since the decision was made George was asking the committee to agree with the use of the company.</p> <p>It was made clear the intention was not to</p>	

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	<p>push Mike out, but we had an obligation to ensure that our repair service was maintained.</p> <p>Committee agreed and the company will be added to the TMOs approved list.</p> <p>Martin also mentioned that he had arranged for two other companies i.e. Kohler Mira Ltd. and MC Technicians who are specialist companies for Mira electric showers and electric pumps to be added to the list. Martin advised that the companies were recommended to him by Southwark adaptation team</p>	
7. Training	<p>Martin reported that not all the training assessment sheets had been returned.</p> <p>It was agreed that Martin and George would look at what has been returned to put together a training plan for the coming year.</p> <p>George informed that the following training was available via In The Driving Seat.</p> <p>23/7 Staffing 17/9 Involving Residents 23/10 Risk Management 26/11 Managing the money.</p> <p>In the Driving Seat is held at the Westminster City Hall. Places are on a first come first served basis so please let Martin know if you want to attend any.</p>	Committee/Martin
8. Announcements	<p>George has done a deal with TenantBook, whereby he will be providing a service to them in return for £100 per month payment to Haddonhall which will go towards social activities.</p> <p>George has also been voted on to the National Executive of the NFTMO.</p>	
Any other business		
Date of next meeting	12/7/2011	
Signed as accurate record by Chair		Date

Note Meeting starts at 6.30pm.