

Haddonhall Residents Tenant Management Organisation

Minutes of the Board Meeting

24 January 2006

Present	Wendy (Chair), Ray, George, Sue H, Flo, Ruth, Brenda, Ida, Mike, Rene	
Agenda item	Decision	Action by
1. Apologies and absences	Apologies: Michael Anderson-Smith (London Borough of Southwark) Absences: Sue J	
2. Minutes of last meeting	Minutes of meeting held on 29 November 2005 agreed as a true record.	
3. Matters arising	None	
4. Estate Manager's report	<p>The proposal to close the office on Wednesday mornings on a pilot basis for 3 months was agreed, with the condition that this change be well advertised in advance. It was agreed to replace the brickwork outside 32 Rothsay Street at the TMO's expense.</p> <p>Mike Snowsell to be asked to provide a quote for putting bollards at the rear of Rothsay Street where the paving is damaged to prevent parking on the paving. A decision on the redcoration of the void in Green Walk was postponed until a policy on void redecoration is agreed. A small sub-group will bring a draft policy on void redecoration to the next Board meeting. It was also agreed to find out whether the tiling has already been removed in this property and, if it has not, to postpone this work.</p> <p>It was agreed to go ahead with the work on the letterboxes, with the proviso that, as agreed at a previous Board meeting, no freestanding ones to be put up. Board members did not understand what was being asked of them on the item relating to rehousing policy, so it was agreed to ask the Estate Manager for clarification.</p> <p>It was agreed to delegate authority to the Estate Manager for liaising with London Borough of Southwark (LBS) on issues raised at meetings between John Carty and Housing Managers.</p> <p>It was agreed, in principle, to participate jointly in work with other TMOs on engaging an S16 consultant.</p> <p>It was agreed to carry out an inspection of</p>	
	Estate Manager	
	Estate Manager	
	Rene and Ray	
	Wendy	
	Estate Manager	
	Estate Manager	
	Estate Manager	
	Estate Manager,	

Haddonhall Residents Tenant Management Organisation

	<p>the office yard in the daytime before the next meeting. The estate manager to contact Board members with suggested dates.</p> <p>The work on voids item is covered by the decision on drafting a policy noted above. The letter of complaint regarding wheelie bins should be dealt with by the office yard inspection noted above.</p>	Wendy, Rene, Flo
5. Reports from working groups	Finance working group: there are concerns about how far behind we are on the financial information on our computer system . Chair to discuss with Estate Manager.	Wendy
6. Fundraising	It was agreed to set up a working group to look at fundraising on the Estate. Ray, Ida, Sue H and George agreed to be on this group, Ray to chair and convene first meeting.	Ray
7. Survey results	There were 15 responses to the survey sent out in Oct 05. First most popular request was bin keep improvement; second was paving (it was agreed to get a quote from a contractor for this work); others included clearing old play areas; landscaping estate approaches; landscaping green spaces; planting.	Estate Manager
8. Estate event	A date was agreed for this of Sunday 14 May 2006 . We agreed to have a brainstorming session on the event at the next Board meeting. Ray to facilitate. Wendy to bring flipchart.	Wendy and Ray
9. Employment contracts	Ida presented the draft employment contracts prepared by First Business following consultation with the staff working group. The Board discussed details of the contract and suggested amendments, which Ida noted. In addition, Ida will consult First Business on how we advise staff on stakeholder pensions and an improvement in the maternity/paternity leave condition. Ida will revise these areas of the contract following consultation with First Business, present amendments to them and re-present revised copies to Board members in due course. It was agreed that there should be a no smoking policy in the Estate Office.	Ida Estate Manager
10. Report back from external meetings	Major Works did not come up at the Area Forum . The discussion on Cleaner, Greener, Safer bids was postponed at the Community	

Haddonhall Residents Tenant Management Organisation

	<p>Council. The calculation of TMO allowances from London Borough of Southwark is still under discussion (TMO Liaison Group). Wendy presented a revised Board meetings and external meetings. It was agreed to change the date of our Board meetings in Feb and May to the Thu instead of Tue to avoid clashes with external meetings. Secretary to inform interested parties.</p>	Ida
11. Any other business	<p>Wendy informed Board members that Michael Anderson-Smith is about to go on sick leave for 6-8 weeks. Robert Johnson will continue to provide us with support. Ida presented a letter from LBS Film Office asking if we would be prepared to allow filming on the estate. Some film companies make a contribution to residents associations in such circumstances. It was agreed to be included on the Film Office's database.</p>	Ida
Date of next meeting	Thu 2 March, 6.45pm	
Signed as accurate record by Chair		Date