

Haddonhall Residents Tenant Management Organisation

Minutes of the Board Meeting

28 March 2006

Present	Wendy (Chair), Ida (Minutes), Rene, Ray, Flo, George, Mike, Tim McNally and Cllr Lorraine Zuleta for part of the meeting.	
Agenda item	Decision	Action by
1. Apologies	Michael Preston (LBS), Christine Beverton (Community Payback)	
2. Minutes of last meeting	Agreed	
3. Matters arising	<p>Refurbishment of play area and estate paving – Robin Caig needs to get 3 quotes for this work which he will do by 18 April.</p> <p>Spa school horticultural work on the estate – George has invited the teacher to our estate event and is progressing the partnership.</p> <p>Skip – Tim Mc Nally has provided us with a contact for this which we are following up. Wendy to let Cllr Zuleta know once it's been sorted.</p> <p>Re-housing internally on the estate – we were asked by the Estate Manager whether we had a policy on this, but investigation has confirmed that it is not within the powers of the TMO to re-house residents within the estate – this must be done through the area housing office.</p> <p>The issue of lampposts on the estate is addressed by the Estate Manager's report.</p> <p>Incident of a resident having her car blocked in by another resident's visitor – the Board had requested that the Estate Manager write to the resident whose visitor was involved – Wendy to follow up.</p> <p>Cllr Zuleta has written to the Area Housing Office regarding our complaint of lack of response to outstanding issues.</p> <p>Robert Johnson had offered to find out from other TMOs what their redecoration policy is. We have not heard from him – Ida to follow up.</p> <p>The Board has asked the Estate Manager to find out what allowance the Council gives to older tenants for redecoration – Wendy to follow up.</p>	<p>Robin Caig</p> <p>Estate Manager</p> <p>Wendy</p> <p>Wendy/ Estate Manager</p> <p>Ida/Robert Johnson</p> <p>Wendy/Estate Manager</p>
4. Event planning	<p>We discussed planning for our event on 14 May and Wendy updated the action plan.</p> <p>There is an event on 4 April to inform on the changes in licensing laws. Ray has the information. Mike or George to go.</p> <p>It was agreed to hold regular small meetings to manage planning for the event.</p>	All to consult action plan and carry out their own action points
5. Estate Manager's	Under this item, there was some discussion to follow-up of issues that the Cllr Zuleta has pursued	

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<p>report</p>	<p>on our behalf: Dog poo monitors have been on the estate Tue 28 Mar and issued one PCN. Drain collapse – Cllr Zuleta had been informed that this was a TMO responsibility. Board members refuted this and Cllr Zuleta agreed to follow up. Wendy reported that there was a new liaison person at Borough and Bankside Office but that this was not helping us to resolve outstanding issues. Wendy agreed to copy Cllr Zuleta into any correspondence on pursuing these issues. There was some discussion on the weeding issue, and we agreed to look at the following options for getting others to help with weeding: Community Payback; St Mungo’s; St Bede’s. This would avoid using pesticides. In the meantime, the Board agreed that Dave be asked to stop doing manual weeding with immediate effect. Cllr Zuleta informed us that LBS Parking Shop operate a clamping scheme. Fly tipping – we will ask Jam Factory residents to include an item on their Intranet reminding everyone that they cannot leave their rubbish on Haddonhall Estate. Also follow up from residents the claim that the council has told them to leave their rubbish with ours. Bin keep quote – we agreed to go for reddy-brown colour for repaint of keeps. We also agreed that Community Service workers could use our toilet and rest facilities whilst on site and that we would provide funding for their lunch – Ray to discuss with their supervisor best way of doing this. We agreed to the Estate Manager’s request to work one less day per week for a trial period of six months. It was agreed that we use the consequent savings in salary to pay for a contractual accounts person/bookkeeper to manage payments and produce management accounts.</p>	<p>Cllr Zuleta Wendy Ray Mike Mike Ida Ray Finance working group</p>
<p>6. Finance – budget for 2006-2007</p>	<p>Not yet drafted – to be presented to an emergency meeting.</p>	<p>Finance working group</p>
<p>7. Parking</p>	<p>We discussed the paper presented by Mike and Ida. It was agreed to continue to allow those who are currently paying for an allocated parking bay to continue to do so, but to discontinue this practice as people leave the estate, in order to free up bays which can be used by anyone with a valid permit. It was also agreed to amend proposal 1 in the paper to include an option to purchase one-off permits for those residents who may not want to buy an annual</p>	

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	<p>permit for visitors. We agreed to discuss the proposal further at the next meeting once we have information about the current number of available bays. We request that estate staff conduct an audit of parking bays on the estate, reporting to the next Board meeting on the following: how many bays are allocated; how many of these are paid for; and how many of these are by people not resident on the estate. Ray will provide Mike with a contact for the company who operates a clamping scheme for his church.</p>	<p>Estate Manager Ray</p>
Any other business	<p>It was agreed that we purchase a CCTV system for the Estate Office in the light of recent vandalism. We requested that the Estate Manager obtain quotes for a system that included a door entry camera. Mike can supply contact details for suppliers.</p>	<p>Estate Manager Mike</p>
Date of next meeting	Tue 25 April	
Signed as accurate record by Chair		Date