

Haddonhall Residents Tenant Management Organisation

Minutes of the Board Meeting

Date 11/10/2006

Present	Ray (Chair), George (Secretary), Sue, Flo, Rene, Wendy, Ida, Michael Preston (LBS)	
Apologies	Mike	
Agenda item	Decision	Action by
1. Minutes 20/9/06	Agreed	
2. Matter Arising	<ul style="list-style-type: none"> • Landscaping to be discussed later • Sludge left by contractors, Wendy to discuss with Robin • Committee agreed id badges should be worn by staff, Michael P. to discuss with Claudius • Lisa has now uploaded rents on the computer and they are up to date • Michael P. reported he is waiting on rent figures. Ray to talk to Maggie • Michael P. has not had an update on ramp. Claudius to follow up. 	<p>Wendy</p> <p>Michael Preston</p> <p>Ray</p> <p>Claudius</p>
3. Minutes 27/9/06	Agreed	
4. Vice Officer Appointments	<ul style="list-style-type: none"> • Vice Chair: Flo • Vice Secretary: Mike 	
5. Sub Committees	<ol style="list-style-type: none"> 1. Estate Renewal: Rene, Flo, Wendy, Ray, George 2. Finance: Sue, Wendy, Ray 3. Staffing: Ida, George, Rene 4. Social: Rene, Flo 5. Benchmarking: Sue, Wendy, Ida, George 6. Business Plan: Sue, Ida, George, Ray 	
6. External Delegates	<ol style="list-style-type: none"> 1. TMO Liason: Ray, George 2. Borough & Bankside Area Forum: Flo, Rene 3. Community Council: Ida, George 	
7. Managers Report	<ul style="list-style-type: none"> • Michael reported Claudius will continue to be supported in his role for the time being. • It was reported there is still an issue with breaks. Ray to talk to Claudius • Ray expressed the committee's gratitude and thanks to Michael Preston for his help during the last few months. Wendy to write to John Carty to inform him of our appreciation. 	<p>Ray</p> <p>Wendy</p>

Haddonhall Residents Tenant Management Organisation

<p>8. Staffing Matters</p>	<ul style="list-style-type: none"> • Claudius to take over management of outside staff with Barry to continuing to supervise day to day activities of the cleaner and gardener until the end of December 06 when it will be reviewed by the board • Rene to take a weekly walk around the estate with Claudius • Claudius to talk to LB Southwark re the legality of placing 'do not park here' stickers on illegally parked cars. • Adjustment to Claudius' start time to 9.30 • Office to open 10am for three month trial period. Ray to speak to Claudius/Maggie about peak visitor times & office closing till 10am. Letter to all residents explaining the change to be sent before change takes effect. • Ida to write to Dave Gilbert to inform him that the committee has considered his request to change his working hours and is happy to do this subject to his agreeing to us adjusting his pay pro rata. • The committee requests the estate manager to conduct a review of our contractors and to ensure that formal agreements rest with all as this has never been done before. He will be asked to present a proposal on how he intends to do this at the next committee meeting. • Purchase of ladder for gutter work agreed. 	<p>Rene/Claudius</p> <p>Claudius</p> <p>Ida</p> <p>Ray/Claudius</p> <p>Ida</p> <p>Claudius</p> <p>Claudius</p>
<p>9. Parking Meeting</p>	<ul style="list-style-type: none"> • Ida reported two proposals will be up for discussion and vote • Newsletter to be distributed to residents about the proposals • Mike and Ida to identify and talk to residents most likely to be concerned with parking issues • Board members to let Ida/Mike know about residents who may object/be interested • Arrangements for day to be discussed at next board meeting. 	<p>Ida</p> <p>Ida/Mike</p> <p>ALL</p>

Haddonhall Residents Tenant Management Organisation

	<ul style="list-style-type: none"> • Rene to ask Mack to book the Roundhouse 	Rene
10. Community Fund	Committee Agreed to apply for funding for an event to take place late March. The Roundhouse will be the venue.	Ida
11. Policy for club room usage	It was agreed Ray and George would present a policy for consideration at next meeting.	Ray/George
12. AGM Feedback	<ul style="list-style-type: none"> • Phil Barnes failed to follow up promised visit Michael P. to follow up. • Presentation about Major works was disappointing – lack of fixed dates etc. Wendy to follow up with letter. • The committee unanimously felt that while these were external speakers discussing issues outside the boards' responsibilities these reflected badly on us with residents. 	Michael Preston Wendy
13. Void	<p>Ray presented two quotes for a void on the estate.</p> <ol style="list-style-type: none"> 1. From Mike Snowfield 2. For Electrical work 3. A third may be required for the ceiling in the kitchen due to presence of asbestos. <p>Claudius has also inspected the void and reported that not all the work needs to be carried out for us to be in line with our contractual obligations</p> <p>Subject to new quote for work agreed by committee and in consultation with Claudius the new quote to be accepted so work on the void could be done.</p> <p>It was agreed by the committee the satellite dish would stay until new tenants moved in as they might want it.</p>	Ray/Claudius
14. Any Other Business	<ul style="list-style-type: none"> • Michael reported that a representative from the council scrutiny team arrived on the estate and questioned staff without first identifying themselves with the office • Wendy reported the same was done by Borough and Bankside major works team. Wendy to email Cheryl Phillips. • The board feels this shows a deep lack of 	Michael Preston to take up with John Carty Wendy

Haddonhall Residents Tenant Management Organisation

	<p>respect for it, and in the case of the scrutiny team has serious implications for staff security.</p> <ul style="list-style-type: none"> • Flo mentioned some tenants are putting none household rubbish for the refuse men to take, which they are not. Letter to go to all residents reminding them about dumping none household rubbish, and will be charged in future if we have to remove it. • Wendy to talk to Tim McNally about possible free skip. • Quote to be sought for converting back area of office to contain Paladins. • It was agreed Flo would order another 25 bags of wood chipping for the gardener. • Ida/George to report back on Fraud awareness training at next meeting. • London/South TMO Regional Conference Sat 13th Feb 2007. Anyone interested in attending can you let Claudius know by close of business Monday October 16th so he can book the tickets on Tuesday. • Benchmarking for TMO's training on the Thursday 26th October. Can members confirm their interests by Monday 16th with George. 	<p><i>UPDATE: George emailed John Carty to complain.</i></p> <p>Claudius</p> <p>Wendy</p> <p>Claudius</p> <p>Flo</p> <p>Claudius (see George for details)</p> <p>Sue, Wendy, Ida, George</p>
Date of next meeting	Tuesday 7 th Nov 2007	
Signed as accurate record by Chair		Date