

Haddonhall Residents Tenant Management Organisation

Minutes of the Board Meeting

Date 7th March 2007

Present	Ray, Sue, Rene, Flo, Ida, George, Mr Rezgui, Richard Ellis, Mr. Pawson, Michael P. Martin Kovats (TMSU), Courtney, Cheryl Phillips, Lorraine Zuleta, PC Hazel, PC Sam Mason	
Apologies	Tim McNally, Michael S., Brenda, Joseph	
Agenda item	Decision	Action by
1. Report PC Hazel	<p>PC Hazel reported back on issues concerning young people and their anti social behaviour on the estate. The young people in question are known to the police but disappear when they approach.</p> <p>Officers will be patrolling on push bikes and members were asked to stop and let these officers know if the young people are around.</p> <p>The following numbers were given out again:</p> <p>Chaucer Safer Neighbourhood: 07920 233 917 0208 217 6383</p> <p>Southwark CAD Room: 0207 378 1212 Members were reminded to call 999 in emergencies or CAD Room to report none emergencies.</p> <p>Due to apparent lack of response PC Hazel clarified priority would be given to emergencies but when phoning the CAD room callers can ask for the police to phone back once they have acted on the call.</p>	
2. Cheryl Phillips – Major Works	<p>Schedule of Works had been given previously.</p> <p>Tenders due back by June Contract issued July Work begin in August.</p>	

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	<p>There would be a meeting with residents in June – 2 weeks notice.</p> <p>Again there seems to be some ambiguity as to whether windows will be replaced or not. Surveys taken suggests windows in general are in a good state and repairs would be the more viable option.</p> <p>If the repair route is to taken then windows being replaced would be like for like so wooden replacements would be used not plastic.</p>	
3. Minutes	Minutes were approved December 07, Jan 07 and Feb 07	
4. Matters Arising	<p>At the Chair’s suggestion only matters arising from February’s meeting were discussed.</p> <p>Website – the Board agreed to accepts Tim’s offer to provide a template and store the site for free. A small website group to be set up – Ray, George, Wendy? Michael P. and Tim. Dates for meeting to be worked around Wendy.</p> <p>Staff to clear voids subject to appropriate training being given. Claudius to arrange training for staff.</p> <p>Cheryl reported two weeks notice would be given for the June meeting with residents. George to contact Cheryl and ask for three weeks notice to accommodate special general meeting to elect on co-opted members if they are willing. (problems with being quorate)</p>	<p>Claudius</p> <p>George *Update: Have spoken to Cheryl and this is fine. Letters due to go out at the beginning of July</p>
5. EM Report	<p>Claudius reported there are currently two voids. Claudius will try and arrange interviews for the two properties on the same day so a single panel can be used.</p> <p>Home Swap. There are currently two home</p>	<p>Claudius.</p> <p>Ray, Flo, Renee</p> <p>Claudius</p>

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	<p>swaps going through. As the process for this is different to voids it was agreed Claudius and one committee member would welcome the new residents and pass on relevant information about being a TMO. Claudius to arrange who the committee member is closer to the time.</p> <p>Priores Street Fence, Claudius to chase home owner unit.</p> <p>UPDATE: the leaseholder has been informed by their solicitor it is the responsibility of the council. Claudius has questioned this with the council who have accepted this and will arrange a meeting with them to look over the fence and clarify situation.</p>	Claudius
6. Staff	<p>The situation with Lisa to be discussed in April.</p> <p>Wages, we normally wait for Southwark to decide what they are doing and this has yet to be decided. Decision on wages on hold, but if necessary will be backdated.</p>	
7. Standing Orders	<p>This has never been agreed, copies were made available to the committee members to consider and will be discussed in April.</p>	All Members
8. Business Plan	<p>The final draft was presented. Members were asked to spend time going through it and make notes of any concerns/changes. Committee to meet 18th April 07 to finalise and approve.</p>	
9. Parking Update	<p>No update.</p> <p>It was noted the arrangement with the bank was still in place when we had agreed to end this previously.</p> <p>Sue raised the issue that if we had 13 free bays then the TMO were paying for these as we have to pay the council for these bays.</p> <p>*UPDATE: have emailed Ida and Michael to ask if this cost has been factored into any new schemes we are considering.</p>	
10. Sub Committees	<p>Chair discussed the issue of the committee meetings running over time due to work</p>	

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	<p>which should be covered by sub committees.</p> <p>All Sub Committees are to meet to discuss their remit, terms of reference and authority and report back to the committee.</p>	Ray, Sue, Ida, Flo
11. Policies and Procedures	The new framework for policy and procedures were accepted. George and Claudius to discuss the implementation and work on the finer details of p&p numbering system and implementation. To be confirmed by Committee in April	Claudius, George.
12. Event	<p>Most items have now been resolved.</p> <p>Speak to Nell Weston regarding resident who does artwork to do something with kids</p> <p>Invites:</p> <p>Councillors</p> <p>Other dignitaries</p> <p>Raffle Contributions – Ida has forwarded the ones used last time to George to be approached again</p> <p>Press, WBCF, other TMO's and TRA's</p>	<p>Ida</p> <p>George</p> <p>Ida / Ray?</p> <p>George</p> <p>Ida</p>
Any other business	<p>New signs for dogs for area between Potier and Prioress</p> <p>Event meeting Monday 12th March 6pm</p> <p>Future Committee Dates:</p> <p>4/4, 2/5, 6/6, 11/7, 8/8, 5/9, 10/10, 14/11, 12/12</p>	Claudius
Date of next meeting	11 th April 2007	
Signed as accurate record by Chair		Date