

Haddonhall Residents Tenant Management Organisation

Minutes of Board Meeting

Date 6/5/2008

Present	Ida, George, Sue, Flo, Michael P, Darren, Wendy, Rachida, Claudius, Mr Trezgui, Julian Sanz (Apollo)	
Apologies	Councillors, Mike S.	
Agenda item	Decision	Action by
1. Minutes 8/4/08	Minutes Agreed	All
2. Matters Arising	<p>Due to concerns raised by Ida about lack of progress regarding the creation of a Parking Scheme for the Estate Wendy agreed for Mike S. to present an update at the next meeting to discuss the feasibility or potential need to carry this forward.</p> <p>It was confirmed that the Apollo representatives that have been tasked with liaising with the Estate during the Major Works period cannot attend Committee meetings due to the time that they are held. Therefore any issues that residents have will be encouraged to approach the Site representatives directly during the day.</p> <p>Walworth Garden Farm – George confirmed that designs and quotes are being drawn up regarding Rene’s Rockery.</p>	<p>Wendy / Mike S.</p> <p>Information Only</p> <p>Information Only</p>
3. Estate Managers Report	Julian Sanz from Apollo was introduced to give an overview of what Apollo could contribute to the Estate in regards to Cleaner Greener Safer funding. In essence he explained that any work that they are commissioned to do will be done at cost thereby making significant savings for the Estate. He also confirmed that with Apollo being an approved contractor for Southwark Council there should not be any need for prior Council approval to use	Ida

	<p>Apollo for CGS spending. Ida will arrange for designs and quotes to be raised for Committee approval. Also he explained that he arranges Race nights and that he would be happy to organise such an event for the Estate. The Committee agreed that this was an excellent idea and will discuss further regarding dates for this. In addition he also can arrange for day trips to be held but officially only for residents in corresponding Phases of Major Works. However due to the small size of the Estate it was agreed that the feasibility existed for all the residents to be included at the same time. This also means that the £1100 of Residents Social Funding that we have been granted is still available to be spent.</p> <p>The Social Sub-Committee will meet to discuss the details of these events and will report back at the next meeting.</p> <p>Claudius stated that two computer monitors are remaining idle within the Office and the Committee agreed to advertise their potential usage with the residency community. Claudius to arrange.</p> <p>A salary increase of 2.5% was agreed for all staff. Sue is to arrange the implementation of this.</p> <p>Due to an excessive and unavoidable amount of absence that was incurred last year by several members of the office staff a few days Annual Leave is to be carried over to this year. Also in previous years up to 5 days Annual Leave per employee has always been allowed to be carried over; this has been traditional practice. However from this year onwards the staff will be notified that a “use it or lose it” policy will be enforced; all Annual Leave entitlement must be taken; any outstanding days will be lost unless</p>	<p>Social Sub-Committee</p> <p>Claudius</p> <p>Sue</p> <p>Claudius</p>
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	<p>exceptional circumstances permit. Claudius has also been advised to purchase a wall planner so Annual Leave bookings can be more effectively planned.</p>	
4. Major Works	<p>It has been confirmed that the Major Works are on schedule. However it appears that although Southwark Council still has to approve the pilot windows Apollo are planning to go ahead with further replacements. This raised serious concern with the Committee that Apollo is in potential breach of their contract with Southwark Council due to apparent unapproved work taking place with the possible result that work would have to be re-done in the future causing unnecessary disruption to the affected residents. George will clarify the status of the approval situation with Apollo as a matter of urgency.</p>	George
5. Estate Matters	<p>George, Claudius, Flo and Mr Trezgui will inspect the Estate with a view to come up with ideas and locations of an alternative rubbish storage solution.</p> <p>Due to the Recycling team collecting their bags early Saturday morning residents will be advised to put out their bags on Friday evening.</p> <p>It was clarified that any spillage resulting from the traditional rubbish sacks being collected by refuse handlers on Monday morning will be cleared up by Barry. Claudius to remind Barry of this.</p> <p>This only applies to the collection point area; any spillages within the bin keeps themselves remain the resident's responsibility.</p> <p>It had been noticed that the wall mounted Bulk lighting in and around Thornham House is activating at</p>	<p>George + Co</p> <p>Claudius</p> <p>Claudius</p>

	<p>incorrect times of the day. Claudius stated that this may be due to the timing mechanism becoming flawed. He will arrange for engineers to check the Master light controller timer and adjust/replace it accordingly.</p> <p>Jam Factory – no response has been received from Angel Properties regarding the unofficial rubbish area around the (as yet) unoccupied social housing element of the Factory; this despite numerous approaches to the developers. George will e-mail them and copy in the Councillor(s) to elicit a response.</p>	<p>Claudius</p> <p>George</p>
6. Budget Approval	Sue will compile the final budget data for this year and will e-mail it to Committee members for perusal. A separate meeting will then be called ASAP for approval.	Sue
7. External Courses	<p>Michael P. stated there is currently no liaison officer for the Area Borough meetings so he couldn't confirm when the next meeting of that forum would be held.</p> <p>The Community Forum has been merged in with the Blackfriars Settlement Forum.</p> <p>The next meeting of the Safer Neighbourhood Team will be held at Southwark Police Station at 7pm on 19th April. Darren and Wendy will attend.</p>	<p>Information Only</p> <p>Information Only</p> <p>Information Only</p>
9. A.O.B	<p>C.G.S. money from last year is still unspent. A decision on grant approval for this year's money will be in about 4-5 weeks time.</p> <p>Claudius is to chase the Southwark Council surveyor for his report/recommendations as a result of</p>	<p>Information Only</p> <p>Claudius</p>

	<p>his recent inspection of the offending wall/tree obstruction.</p> <p>Ida is to arrange for the banking signatories to become official within the next few days. These will be Ida, Rachida, and Flo; Ida will be responsible for any on-line transactions; Mike S. and Rene's accounts to be deleted.</p>	<p>Ida</p>
<p>10. Next Meeting</p>	<p>3rd June 2008. Meeting to start at 6:30pm.</p> <p><i>Note: There is a visit from a potential Acton TMO arranged on this date – an estate walk-around with them will begin at 4pm. Refreshments will be available.</i></p>	<p>All</p>