



BOARD MEETING
Held at 7-00pm 25th April 2018 at 2 Fernwood
MINUTES
Meeting chaired by Bernard Koudjo

Present

Board Members

Bernard Koudjo [Chair]
Craig Nicol [Treasurer]
Kirsty Corcoran [Secretary]
Stephen Johnson [Board Member]

Other Attendees

Ann Brown [WBC DEHM]
Cecilia Barratt (WPC Housing
Manager)

Coopted Members

Gaurav Sonpar, Peter Creane,

Andy Martin, Shaun Wilcox,

Hugo Pastor, Nigel Tabbron,

Alberta Barnes (not yet Co-opted)

1. Apologies

Blase Lambert [Housing Consultant]

2. Previous minutes

The minutes were approved and signed

3. Introduction of new housing manager by Bernard Koudjo 'BK'

4. Review on rent collection

Research paper presented by WPC Housing Manager Cecilia Barratt 'CB', detailing the benefits of handing the rent collection process back to the council; cost savings, admin time, in summary a process that is unnecessary for our office to be carrying the burden of, and few other Coops do. Consensus to be handed back to the council. Residents to be informed that this is in transition.

A decision to be voted on by the Board.

5. Review of the caretaking team

Paper presented by CB, presenting the different options. BK highlights the confidentiality of all discussions held at Board Meetings. Detailed discussion around different options, costs. Comments on what Blase Lambert has described as typical at other estates. Review of job specs. Initial meeting to be held with staff to outline need to cut costs to bring spend in line with budget. Craig Nicol requests Board to consider keeping things as they are with re-enforced job descriptions. Re-iteration of the need to reduce

costs. Gaurav Sonpar requests we look into contracting options in more detail. Board agreed requirement for lawyer to be contracted. Can we offer existing staff their jobs on new salary.

Residents to be advised at tomorrow's GM that a review is in process.

Next actions requiring a vote from Board.

6. Re-tendering of gardening contract

Tender documents to be circulated. Brief conversation on what different items could be requested/written into a new contract.

7. Cyclical balance fund

Briefly discussed with a few ideas floated. To be aired at tomorrow's GM.

8. Next meeting

Board Members to meet directly after board meeting tomorrow (25.04.18 to ratify decisions made tonight, or sign on behalf of decision made by Chairman.