



BOARD MEETING
Held on Wednesday 16th January 2019 at 7pm
At 2 Fernwood

MINUTES
Meeting chaired by Shaun Wilcox

Present

Board Members

Shaun Wilcox (Vice Chair)
Mary Cunningham (Treasurer)
Kirsty Corcoran (Secretary)
Nigel Tabbron
Max Findlay
Linda Stevens
Hugo Pastor

Other Attendees

Cecilia Barratt (Housing Manager)
Sarah Stevens (WBC RPO)

1. Apologies

Blase Lambert (Consultant)
Bernard Koudjo (Chair)
Linda Osborne
Andrew Cook
Giulia Gray

2. Previous minutes – Action point status and signature

- 2.1. AP1 - Estate Security Update from Cecilia Barrett ('CB') - Wandsworth electrical team have come down to price for the door entry systems. There are a couple of new lights that have been added on Wimbledon Park Court.
- 2.2. AP2 - Gardening Contract - SW reported that he has pretty much finished up the gardening report now to present to the committee.
- 2.3. AP3 - 32 Ambleside Status Update from CB - A new door is on order. CB to visit tenant when it is all installed and ensure they are happy and to report back to Board.

n.b. new door replacements are programmed in for 2021/22 works programme for tenanted properties.

2.4. AP4 - Rent Return Update from CB - phone line is in so handover should be imminent.

3. WBC Major Works Windows Additional Bill to Leaseholders

Discussed situation, lack of further information from the council and whether we set up a working group which would be headed by a board member. KC keen to do it.

4. Contractors on the Estate

Lengthy discussion took place around the signing in and out of contractors on the estate and how there is no visibility or way of controlling external contractors from UK Power etc coming onto the estate and digging a hole/making a mess. SS advised that these works programmes are so large, it is impossible for anyone to monitor or programme when contractors are coming onto site and to have them sign in. CB has those who she expects coming to site sign in.

5. SIBS Submissions

Next dates are 18th February and 13th May. SW will go to the one on the 18th Feb and see if there is any chance of getting door entry systems through. Board need to come up with other ideas of things to apply for.

6. Financial Update

MC raised her concerns around training required for the Board so we know how to run the organisation properly. When is BL doing the training? A date needs to be set. The budget for next year needs to be approved. Budget approval meeting to be set.

7. Quarterly Performance Monitoring Report

Reviewed by the Board.

8. Staffing & Estate Manager's Contract

BK has spoken to Ann Brown at WBC, update to the rest of the Board required. Other staffing requirements are to be looked at in line with the budget.

9. Board Member Attendance & Further Board Member Training

Agreed further training is required, and that we need to review any Board members who never attend and seek to recruit some additional new members.

10. Declarations of Interests

Signed by all in attendance.

11. 2019 Meetings Schedule

Reviewed and set by committee. CB is updating the Coop rules as they are very old, so number of GMs per year to be reduced to 3.

12. Newsletter & Estate Correspondence

Newsletter to be sent out and reminders to residents about hours of DIY etc.

13. Any Other Business

CB presented suggestion of having a TRAIID clothing bin on the estate. Rejected by Board for fear of rubbish and additional fly tipping around it.

Audit report mentioned.

14. **Date of Next Board Meeting:** 13th March 2019