



Wimbledon Park Co-operative Limited

Board Meeting Wednesday 22 January
2020

1. Present: Lizzie Inglis, Elyse Quinn, Blase Lambert, Sarah Stevens, Mary Cunningham (Chair), Kirsty Corcoran (Treasurer), Susan Lore (Secretary), Hugo Pastor, Linda Stevens, Craig Nicol, Phyllis Edwards & residents as per the signed attendance sheet

2. Apologies: Bernard Koudjo

MC (Chair) welcomed everyone to the meeting and advised that the meeting would be recorded for the purpose of accurate minutes – no objections.

3. Minutes of the last general meeting

WR (Member) advised that there was a correction to be made on the minutes dated 28/11/2019 - 1. Continuation Ballot 2. 153 people returned their votes, which was 5 times as many votes as the continuation ballot.

This has now been corrected to 1. Continuation Ballot 2. 153 people returned their votes, which was 5 times as many votes as the previous continuation ballot.

PE (Member) Requested a copy of the previous minutes – Office agreed to re-send a copy of the minutes.

MC (Chair) requested if anyone had any further issues – everyone agreed and accepted there were no further issues.

4. New Rules proposal and vote

Blase advised that the co-op was setup a number of years ago under a legislation called the Industrial and Provident Societies Act 1965. That legislation was repealed in 2014 and replaced by the Co-operative and Community Benefit Societies Act 2014. In order to update a piece of law that is no longer exists in the UK, the proposal is to move to the new set of rules which are specifically written and approved by the Financial Conduct Authority for this type of organisation that are compliant with the new the Co-operative and Community Benefit Societies Act 2014 – this is the reason for changing from the old constitution to the new constitution.

MT (Member) raised a question about the number on the rules – Blase confirmed this is the company registration number which is a five-digit number. This will also be reflected in the new documents

WR (Member) is under the understanding the new document is a general template which the co-op can amend or adapt as per the requirements. If the board is to go ahead with the new set of rules a suggested period of time (the next GM) to look at the details and

decide what applies to the Wimbledon Park Co-Operative and then vote on the final document. Blase confirms the rules are a model set – the financial conduct authority has accepted this model for use and is allowable for the organisations to make a very small number of minor amendments to a model rules document with no additional costs for the registration. The organisations are not allowed to start wholesale changes to the rules, however, changes such as committee members numbers can be changed from 5 to 3-4 or 6 committee members – this would be a minor change.

Blase – With a Co-Operative the changes are only enacted after the meeting, the Secretary has taken a copy of the rules and the minutes of the meeting and gone in front a solicitor or a commissioner of oath, will then go onto the Financial Conduct Authority (via the post) only then when a sealed version of the new rules is returned will they become the Co-Operatives legally governing document. The flexibility is there to make minor amendments and a timeframe of up to a year to discuss any changes.

MC (Chair) Concerns are that the current rules we are working under are no longer fit for purpose. Blase confirms this is correct. Currently the Co-Operative is trying to run the organisation that holds no water legally and notes the sooner the better in terms of registering.

MC (Chair) Confirms that there are no further questions and to proceed with voting.

Blase – In order to change the rules, you have to follow the provisions of the current rules to make that change. **Rule no. 72 – Amendment of rules** – to change most of the rules requires a two third majority of the people who are here, however, as there are certain rules that are defined as fundamental rules – declared to be fundamental and shall not be amended or rescinded other than resolution carried by three quarters of the vote. As the Co-Operative are removing all off the rules a vote of three quarters is required – majority vote to make the change.

- Total number of members who are able to vote at today's meeting: 15
- Required number of members to pass the rule change: 12

- ❖ In favour: 14 members
- ❖ Against: 0 Member
- ❖ Abstention: 1 member

MT (Member) advised he was missing page 17 of the old rules

Blase supplied TM (Member) with a copy of the old rules which included page 17 at the end of the meeting

5. Budget

Blase – Wimbledon Park Co-Operative contract with the council (Management Agreement) requires at least a month before the start of the new financial year. A budget is to be approved at a general meeting which then needs to be informed to the council. The management agreement also requires the council to advise in December what fee for the next year will be – this is a problem as the council do not set the budgets in December, they set their budgets in the middle of March. As a result, a best guess as what the fees

next year are likely to be based upon an analysis of inflation back in September/October last year. Its important to understand that the income assumption are at best guestimate based on a 2.5% inflation rate. If the Co-op was to wait until the budget is released in the middle of March, we would be in breach with the council.

Repair budgets are taken an average of repairs over several years rather than just the previous years expenditure.

PE & MT (members) asked why there wasn't a previous year to compare the budget against. KC (Treasurer) advised that she had a meeting with Blase and has gone through the budget looking at the financial accounts for the year ending 31st March 2019. KC checked that everything is inline with what has been spent so far this year and over the last two years prior.

MC – Advised that we are assuming our spending will be broadly the same.

Blase – The major difference from last year is that the co-op has returned the grounds maintenance and rents have been returned council so there will be no cost there. The management allowance for those services have been reduced as the services are no longer been delivered. The other significant change from the previous year is that we no longer employee caretakers as we now have an outsourced cleaning contract which costs around £60,000 – the previous cleaners had been costing over £75,000 per year. The three main expense are cleaning, office staff and repairs.

MC (Chair) Anything further questions – No further questions.

A vote to accept the budget for the year ahead

- Total number of members who are able to vote at today's meeting: 15
- Required number of members to pass the 2020 budget: 12

- ❖ In favour: 14 members
- ❖ Against: 0 Member
- ❖ Abstention: 1 member

6. AOB

WR (member) following the vote, how would someone go about making any minor changes. Blase – Members should have a timescale for any minor changes which will need to be received by the board before the next GM meeting on the Tuesday 31st of March.

EA (member) Brought up the lights at the back of the Wimbledon Park Court. MC (Chair) Suggested a discussion takes place at the office and will be in contact to provide an update.

MT (member) had spotted two people smoking cannabis on the Estate on the way to the meeting. MC (Chair) Advised we are holding an ASB meeting on 21st of Mach 2020 at 10.30am at the office. An invitation will be sent to every resident on the estate. More

details will follow. EI (office) requested that everyone contacts the safer neighbourhood team if they see any ASB around the estate. The more we report ASB the more the safer neighbour team will be visiting the estate. The number 101 for non-emergencies and 999 for emergencies. Reports can also now be made online.

MC (Chair) Announced Lizzie (housing manager) will sadly be leaving to pursue a career in law. MC thanked Lizzie for all her handwork over the last 8 months and noted she had done a huge amount of work/changes in the short amount of time she has been working here.

7. Date of next general meeting – Tuesday 31st March 2020