

Minutes of Wimbledon Park Co-operative General Meeting Wednesday 25 May 2022

Agenda item	Action/Outcome
<p>1. Attendance and apologies In attendance: Mary Cunningham (MC), Helen Chantry (HC), Steve Kelly (SK), Leszczynska (JL), Shaun Wilcox (SW), Hugo Pastor (HP), Sarah Stevens (SS), Annelise Jespersen (AJ), Wojciech Urbanski, Pauline Roche, Patrick O'Leary (POL), Dolly Contractor, Ellie Kotzia (EK), Kathleen Ryan, Craig Nicol, Mary O'Shea, Marion Brown, Rachel Corry, Barbara Knop, Michel Tyler</p> <p>Apologies: Robert Cooke, Silvia Cocco, Diana Farley, William Reiss, Linda Osborne, Toni Causer</p> <p>Minutes taken by AJ</p>	
<p>2. Declaration of interests No interests declared.</p>	
<p>3. Agree minutes of previous meeting held 16 March 2022 HC said that agenda items 4.8 and 6 are essentially the same item.</p>	<p>Minutes agreed subject to HC's comment.</p>
<p>4. Matters arising from the minutes</p>	
<p>4.1 Entry roads HC said that the issue of non-residents being able to park on entry roads is a long-standing issue. Residents have previously voted against making these roads controlled parking zones. SS and HC approached council and asked for land designated as highways to be listed as estate land. This has implications of costs to the estate and HC said residents might want to vote on it to finalise the matter. HC said that if residents want to adopt the road as estate land, Co-op would be responsible for its maintenance.</p> <p>JL asked what was benefit of taking over the road.</p>	<p>Action HC to include summary of the issue in newsletter, with more detailed info available in the office, ahead of the AGM.</p>

Agenda item	Action/Outcome
<p>SK asked what is point of having parking permits. HC said the only place people can park without a permit is on the side roads.</p> <p>MC said she was not sure that everyone is aware of the issues, and suggested that a summary of the issue and options should be discussed at next AGM.</p>	
<p>4.2 Arrange a meeting with local police HC said she has sent out notice of what residents should do if they want to be on local police mailing list.</p>	<p>Action HC to circulate info of safer neighbourhood meeting.</p>
<p>4.3 Sheds policy HC said she thought the policy had been agreed at a meeting last year.</p>	<p>Action HC to check when Board meeting was at which policy was agreed.</p>
<p>4.4 Complaints procedure This has been finalised and is on the website.</p>	
<p>4.5 Tracking system for matters arising HC said she had spoken to SS about this who said another Co-op in the area had a tracking system. SK asked if it would be public or just for the Board. HC said it would be for Board and Co-op members.</p>	<p>Action HC to circulate draft of what the tracking system will look like.</p>
<p>4.6 Quarterly estate report Agreed that this would be discussed as a new main agenda item.</p>	
<p>4.7 Budget proposal for 2022-23</p>	<p>Action/outcome The issue of the depreciation figure will be answered by the accountant at AGM.</p>
<p>4.8 Health and Safety: fire doors update This was heard under agenda item 6.</p>	
<p>4.9 AOB HC confirmed that library has wifi for 'hybrid' meetings. HC said the bolts had been reinstated on the bin cupboards.</p>	

Agenda item	Action/Outcome
<p>HC has spoken with Sainsbury's re parking issues. They are willing to fund signs for Wimbledon Park Court - wording needs to be agreed, and they are putting up a 'no parking' sign on Sainsbury's side.</p>	
<p>5. Quarterly estate report HC presented the quarterly estate report (a summary is attached as addendum to minutes). EK said that regarding repairs, she felt that leaseholders are 'poor relations'. She raised an issue of damp in her flat. HC said she could not comment on the issue in the meeting but that it had been referred to council for second opinion. HC said that work on tenants' properties is in line with the Decent Homes Standard, and that leaseholders are responsible for their own properties.</p>	<p>Action SS to take details of EK's issue to council.</p>
<p>6. Fire safety: flat front doors update The issue of whether leaseholders have to replace their front doors was discussed. HC said the focus is on blocks seven storeys or higher. Inspections are being carried out of leaseholder front doors in Ambleside, and the office will then write to leaseholders to tell them what is required. HC said she had made an arrangement with the manufacturers installing tenants' doors to install them for those leaseholders who wish to use them. HC said in response to SK that the manufacturer would also work with leaseholders re compliance of door frame and glass panels. Any leaseholder who wants to be put in touch with the manufacturer should email the estate office. HC said advice had differed depending on who in council had been spoken to.</p>	<p>Action SS to contact the council for updated info for leaseholders.</p>

Agenda item	Action/Outcome
<p>SS said leaseholders should have been sent info about fire compliant front doors. She will go back to council to ensure info is up to date.</p> <p>CN asked if residents could challenge the need for new front door, depending on location of flat.</p> <p>HC said that balconies are not regarded as an escape route; walkways are regarded as fire escape route so doors on to them have to be compliant.</p> <p>MC said leaseholders need clarity on what they need to do, and for leaseholders to be informed.</p> <p>HC said she would wait for SS to provide info from the council before taking next steps.</p>	
<p>7. 5G masts update and action required</p> <p>HC said there are 6 masts planned for Fernwood and these are highly likely to go through planning permission.</p> <p>Wimbledon Park Court is more difficult because the roof was not suitable.</p> <p>JL said there was support from people signing paper petition and e-petition on Council website and this was an issue worth fighting for.</p> <p>MC said they would be getting local MP and councillor involved.</p>	
<p>8. Estate projects update</p> <p>HC said the upgrade to cleaners' facilities would be done shortly.</p> <p>She is working on a submission for council to replace pathways.</p> <p>The bike shelter will be installed at back of Allenswood at the end of June.</p>	
<p>9. Cleaning update</p> <p>HC reported that one member of cleaning staff has left and there are two new cleaning staff. Their focus is on ensuring stairwells are kept clean.</p>	<p>Action</p> <p>HC to speak to one of the residents about ways to check bulbs are working and pass on to cleaners.</p>

Agenda item	Action/Outcome
<p>HC asked for residents to inform the office of anything that needs attention, eg external light bulbs that need changing.</p> <p>SW said many light bulbs were 'out' and could the office do a walk-round rather than waiting for residents to contact them. HC said lights came on too late for this.</p> <p>POL suggested sensors could be adjusted to check whether bulbs are working.</p>	
<p>10. Communication</p> <p>MC asked what are the best ways for the Board to communicate with residents, and vice versa. She said the Board wants to represent residents and not just give its own opinions.</p> <p>MC asked for feedback from residents on the type of ways the Board could find out their concerns, eg coffee mornings, drop-in sessions, residents' forums.</p> <p>The conversation developed around use of BBQs on the estate - POL said a large group of people had had a BBQ recently. This led to concerns about outsiders using estate for BBQs.</p> <p>HC said that tenancy/lease conditions do not say that BBQs can't be used. SS said the issue would be covered under 'nuisance behaviour'.</p>	<p>Action</p> <p>SS to get guidance from Council on whether barbecues are banned and if so can signs be put up to this effect.</p>
<p>11. Jubilee party proposal</p> <p>HC said a jubilee party had been proposed and that she had made a funding application and bought several items.</p> <p>There was a picnic party planned for 4 June, 12-3pm. A tree will also be planted on the day. Flyers were being put out.</p> <p>HC said she was looking for volunteers to help with the party.</p>	
<p>AOB</p> <p>Tree-cutting</p> <p>HC was asked about tree cutting as trees near Allenswood have not been done. She said tree cutting had been done as much as it could last year. She said the Council was behind on this work</p>	

Agenda item	Action/Outcome
<p>and tends to stick to its three-year schedule, but she would raise it with Council again. If there are smaller jobs, the gardening section might be able to deal with them.</p> <p>Fire doors JL asked if HC could speak to fire doors contractor to see if a bulk contract could be negotiated for leaseholders. HC said leaseholders would be paying the same price per door as that for tenanted properties. Leaseholders should contact HC if they are interested.</p>	
<p>Next meeting The AGM will be held towards the end of July.</p>	<p>Action Date of AGM to be confirmed.</p>