Minutes of Management Committee - Wednesday 15th April 2015

Present

Henry Hall, Neil Davies, Rosangela Borromeo, Susan Board, Valerie Iskander, Oliver Quantick, Elizabeth Arimoro, Suzanna Lai, Kathleen Hirrell and Councillor Alison Kelly

Apologies

Eunice Nunes dos Santos and Iggy Adu-Bosompen

In attendance

Chris Nsiah and Kim Thompson (LBC)

Item	Report	Action
Correspondence	None	
Corrections	Minutes from 18th March 2015. Kathy sent an apology that was not recorded. Alison was recorded as in attendance instead of present as she is a co-optee.	
Items outstanding from previous meeting	Vice chair and sub-committees positions remain vacant. Members have agreed to take this item off the minutes as there are no volunteers. . Alison requested that substantial hazards are removed from balconies especially in Harmood House. Clearance of walkways to be reported at next meeting Bins: Camden repairs team advised	Chris

	the job has been issued to a contractor and that they are due on site soon.	Chris
Estate Improvements	Oliver to speak to Camden Street Arts and report back about art works for the estate. Emmanuel who was leading on this has left the estate. Oliver volunteered to check out options for bike sheds for the estate. He had earlier walked about the estate with Neil and Chris to consider possible sites for the sheds/hoops. Neil has been talking to an artist about landscaping lights. He will follow it up and report back. Alison has observed the deplorable state of the main doors to the blocks and suggested we approach Camden for nicer doors. Alison and Kim will lead on this.	Oliver Oliver Neil Alison & Kim
Office Report: • Voids • ASB • Complaints	2 voids • 3 Beauvale Extensive renovation underway to meet lettings standard. • 19 Tottenhall Property not ready, accepted on 2nd viewing. ASB 28 – Noisy neighbor. Case registered on 25/02/2015, being monitored. Case to be closed if no further complaints. No complaints	

• Repairs	66 repairs in the period, none outstanding. 23 satisfactions survey slips returned, all with a “very good” feedback. The satisfaction questionnaire needs to be improved to make them more meaningful. The office to have follow-up telephone calls to improve responses.	Chris
• Budget	• Chris answered Alison’s questions for clarification before presenting the revised budget. • The Committee voted to accept the budget unanimously. • Chris to confirm the NJC settlement figure is 2.2%.	Chris
Quotes	Chris presented three different quotations for consideration by the committee. • 3 companies bid for the CCTV upgrade work on the estate. Richard Bond (Camden’s CCTV systems coordinator) has been requested for his assistance in selecting the winner. The committee agreed unanimously that the Maintenance Subcommittee can go ahead and appoint a contractor if they are happy with Richard’s recommendation. • 2 companies bid for reinstating the football pitch floodlights. Kim suggested Fred Francis of Camden to be asked to check the bids. • 2 companies bid for the cleaning and restoration of the concrete stairs. After a long discussion the committee agreed to consider using a hard durable anti-slip paint with a sealer coat. Henry to advise on the specification.	Maintenance -Sub Chris Chris & Henry

AOB	Kathy complained about the difficulty she has in getting the lift repaired over the Easter bank holiday. Kim to provide a number for the lift engineers. Chris requested that the committee agrees to increase the Business Reserve Account from £60,000 to £65,000 to match the current cost of running CFHG for 3 months. This was agreed unanimously.	Kim
Outstanding issues:	Committee to have a proposal ready to present to DMC requesting some funding towards spring cleaning the estate.	Committee

Signed: _____
Chris Nsiah – Estate Manager

29 April 2015

Signed: _____
Henry Hall - Chair of the Committee