Chalk Farm Housing Group

Minutes of Management Committee - Wednesday 17th August 2016

Present

Sue Board, Valerie Iskander, Henry Hall, George Teo, Rosangela Borromeo, Kathleen Hirrell, Eunice Nunes dos Santos

Apologies

Elizabeth Arimoro, Kim Thompson (LBC), Councillor Alison Kelly (LBC Co-Opted Member)

In attendance

Chris Nsiah (Housing Manager), Peter Simonson (Minutes)

Item	Report
Correspondence	Email correspondence

Budget

- It was stated that the under spend of £3000 hadn't been allocated to estate improvement.
- The budget sheet that had been produced was seen as an improvement on those previously supplied. The committee had previously discussed making the budget reports easier to read so that reserves could be clearly identified and Bernie has achieved this.
- Sheets were attached with the minute papers clearing showing cash flow surplus.
- It was agreed by the committee that £80,000 needed to be kept in the TMO account in case of un presented that funding was withdrawn and that the TMO could function for 3 months as per the TMO agreement.
- Chris brought up un-presented cheques that haven't appeared on the accounts.
- Chris stated that he required guidance from the Management Committee for payment of activities during the festival.

ACTION: Committee to discuss with Chris prior to the 28th August the date of the festival – URGENT!!

Minutes and Matters Arising:

- The committee agreed that the minutes were an accurate refection of the meeting of 20th July 2016

Matters Arising:

- Rosangela brought up the staircase on her block**.** Chris stated that they were starting works initially with smaller blocks.
- However, Rosangela stated that the entrance to the block and the staircase needs urgent attention.
- It was noted that the smell at Broomfield in particular was not solely due to the recent hot weather. There appeared to be something wrong with the sewage system

ACTION: Chris to investigate and report back and next meeting.

Estate Improvements

- Chris stated that the improvement of the estate stairwells is highly costly amounting to approximately £39,000.
- Chris is looking into refurbishing new doors.
- Global Art are continuing to paint mural on walls.
- Henry will ensure that the area is cordoned off when the work takes place Access will be given to parents with children to enter the block will take place imminently.
- Chris brought up the difficulty of paying for small works when the Committee had to be notified and sign for all monies. Spending out of petty cash will confuse the accounts and there reading. Chris argued for a separate account with a card to enable purchases online.
- The current account has a £15K limit. Chris argued for a second account with a £1K limit per month for a card.

ACTION: The Committee voted unanimously in agreement of this account being set up.

Estate Festival

- The Estate Festival is going ahead on Sunday 28th August 3pm-7pm.
- The Holy Cross have produced posters which will imminently be delivered.
- Equipment is being delivered on Friday 26th August. Henry is still in negotiation with two PA providers.
- An out of hours electrician has been employed.
- Gazebo's will be set up.
- A Bouncy Council is being provided – there will be someone giving access to the castle E.G no adults, shoes etc.
- There will be a Goal Shooting Range
- Drink will be available on the day but food will have to be brought by residents.
- A worry was expressed about turn out but the committee will need to publicise the event as much as possible.
- In this regard there will be a stall on the dat stating what the TMO does and the benefits of being either a committee member or on a working group. This should prove a good manner of getting people further involved in the TMO's activities by promoting the good things that have been done over the years.
- BBQ's will be supplied as will chairs and tables.
- Chris will need to check St John's Ambulance involvement.

ACTION: Henry to establish PA provider. Chris to Check with St John's Ambulance. URGENT!!

ACTION: ALL – Committee members to invite residents to come along to the festival and make it a success. URGENT!!

Office Report/AGM

- No comments were added. More members are needed to attend the AGM to elect committee members. Entitlement is 15 committee members.

Annual General Meeting Wednesday 28th September 7pm

Next Committee Meeting Wednesday 21st September 7pm

Signed: _____

Position:

Signed: _____

Position: