Minutes of Management Committee - Wednesday 20th January 2016

Present

Henry Hall, Neil Davies, Eunice Nunes dos Santos, Kathleen Hirrell, Elizabeth Arimoro, Rosangela Borromeo, Juan Blacio

Apologies

Susan Board, Valerie Iskander, Oliver Quantick,

Iggy Adu-Bosompen, Councillor Alison Kelly

In attendance

Kim Thompson (LBC), Chris Nsiah

Item	Report	Action
Correspondence	None	
Items outstanding from previous meetings	**Minutes from 16th December 2015:** **Correction:** Kim Thompson to chase Camden regarding underwriting the pension scheme. Kim still looking into it. Decision hopefully by the end of March. Election for Chair, Treasurer and Secretary of the Committee were held and unanimously agreed as follows: Chair: Henry Hall Treasurer: Neil Davies Secretary: Eunice Nunes dos Santos	

	Information on the diversity and needs of tenants in the estate: Work still in progress Letter boxes to be replaced by Camden: To investigate the ones that are broken	Chris Chris
Office Report:		
Voids	2 voids: 1 Ferdinand – Property is accepted, awaiting verification 8 Broomfield: Property needs to be fumigated before viewing.	
ASB (3 cases)	ASB 32: Case registered on 15/07/2015.Noisy nuisance. Social Services aware. No further complaints but monitoring continues. ASB 33: Case registered 29/10/15. Notice of seeking possession issued. One party has been referred to the Community Mental Health team for assessment and advice ASB 34: Case registered on 27/12/15. Noise nuisance from children running around, banging, drilling, washing machine on late at night etc. A restorative meeting between TMO manager and both parties resulted in the parties agreeing to resolve the problem. Monitoring continues.	
Complaints/ members enquiries	None	
Repairs	Period: 01/11/15 to 30/11/15 56 repairs in the period, none outstanding. 25 completed by the caretakers, 13 of which completed on the same day the job was reported. Total Gross cost of repairs: £6,009.40 (six thousand, nine pounds and forty pence)	

Court Case: Premier v CFHG Ltd	24 satisfaction survey slips were returned, 17 of which with a “very good” 5 with a “good” and 2 with a “satisfactory” feedback. A specialist will visit and check the office computer on February 11th 2016 to ascertain source of problem if possible. Chris has asked for a breakdown of the costs and the terms and conditions of the cover and the Committee, once aware, will make a decision on representation.	Chris
Estate Improvements	**Lights:** All electrical sockets installed. More lights to be installed. **Solar Panels:** Green energy to be investigated. **Cameras:** All cameras installed. **DMC** bid to be submitted**.** DMC meeting will be held in March. Alison and Neil will represent CFHG.	Kim Chris
Budget	The budget is sound.	
AOB	**Training:** Kim to find out about minute-taking training. Chris asked members to identify their individual training needs. Neil to talk to nursery about the use of the tenant’s car park. **“CCTV in operation**” signs to be displayed in the main entrance of the buildings. Contact Camden (Richard) to see if they have signs available that can be seen in the night.	Chris Neil Chris

	Chris informed the Committee that the cost of 10 signs would be £240.00 (Two hundred, forty pounds). **Street Art:** Meet with Art Company then write to Camden to check compliance and seek approval, then consult with tenants regarding Art installation. **Summer Event**: Suggestions to be presented on next meeting. **Sport Activities** in the estate: Investigate about table tennis **Sound proof room:** Proposed by Rosangela in order to allow for privacy when tenants visit to discuss private issues. Juan/Eunice requested clarification regarding who tenants should contact and where they should turn for support when facing threats or to discuss their individual concerns, especially when problems happen outside office hours . **Football pitch**: Needs a plan to use it **Professional Minutes-taker:** To be employed as Eunice is interested in helping in other areas of the Committee, especially finance. **Food**: The Committee has requested a more appealing menu for its members. Neil has committed to sort it out. 6:30 pre-meeting – Proposed to give the Committee a chance to discuss the agenda before the full meeting.	Chris Neil Committee Committee Chris Chris Neil Committee
Outstanding issues:	• Training: Guidance on the Bribery Act. • Next newsletter to explain repairs, how to contact office etc. • **Bike Sheds:** Oliver will provide	Chris Neil Oliver

	costing for the bike sheds to be presented at DMC as our bid. He will check Transport for London for sponsorship. Residents in Ferdinand, Powlette and Harmood to be consulted in December regarding renew of stairs and railings. Camden to do the work.	Oliver Chris

Signed: _____
Eunice Nunes dos Santos - Secretary

Signed: _____ February 12th, 2016
Henry Hall - Chair of the Committee