

**MCCARTHY COURT MANAGEMENT ORGANISATION
MINUTES OF GENERAL MEETING
AT MCMO OFFICE
Wednesday 9th December 2015 7PM**

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Attendees:

Ida Cohen - (IC) 64 (Chair)
Bea Ziegler (BZ) - 37 (Treasurer)
June Barrett (JB) - 38 (Board Member)
Alison Forbes (AF) - 51 (Board Member)
Nick Coombe (NC) - 66
Liu Wang (LW) - 66

Steve Plumb (SP) - 46
Lauren Roots (LR) - 78
Rachid Bellili (RB) - MCMO Manager
Kamila Klidzia (KK) - MCMO Staff
Foday Kamara (FK) - WBC RPO

Apologies

Sue Twining
Emilie Nicholas

1. Minutes of last meeting

The minutes of the meeting held on 18/02/15 were approved following amendments agreed at the previous meeting. These were proposed by IC and seconded by BZ.

NC requested that a note be included in the minutes of the meeting held on 23/09/15 regarding the discussion had about condensation issues on the estate.

KK will make amendments before they are signed off.

Other than the above, the minutes were approved as a true and accurate record of the meeting which took place on 23/09/2015. The minutes were proposed by IC and seconded by BZ.

2. Managers report

Roof tanks -

Questions were raised at the last meeting around the need for roof tanks, the reason for replacement and some residents having disconnected from the down service and running their supply directly off of the mains.

KK contacted the Council and was provided with the following information:

- When the tanks were replaced there was less water required for storage as most properties had combination boilers for their hot water which is supplied via the cold water mains supply. Therefore whoever replaced the tanks fitted smaller capacity tanks to avoid stagnation building up as only the cold water to the bathrooms was being supplied from them as well as any leaseholders who may have a hot water cylinder remaining in situ (we are aware of 1 but maybe another two, as Westminster were never in contact with them so do not know whether they would require tank supply.)
- If the blocks were put on the mains, the sizing of the cold water mains may not be large enough and some properties could suffer in peak times which would then mean that a cold water booster system would be required at an even extra cost to leaseholders plus the annual maintenance of them.
- There is no reason why there would be a pressure drop by just changing the tanks as the head of water is still the same as is the pipe sizing to the properties so if this relates to the odd property they may need to have their internal plumbing checked out

Additionally the Council advised that any leaseholder running their service directly from the mains would be considered to have made a change to their internal plumbing and would not need permission either from the co-op or the Council.

Tenants who have issues with their pressure are advised to contact the Co-op office and Leaseholders are advised to contact a plumber to check their internal plumbing.

Ventilation ducts -

The work to clean out the communal extraction ventilation ducts continues; once the contractors were on site, they advised that the access to all of the fans and ducts is poor and have had to install a total of 46 access panels to be able to carry out the camera surveys and cleaning correctly. Additionally it was discovered that a number of fans were not working at all and some of the ducting had been replaced with sub-standard materials which were sagging and holding water which was further affecting the ability of the duct to function properly.

All the fans are now in working order and the clean through has begun with one duct complete and the residents noting a difference in their level of extraction.

It has also been noted that some boilers are not set at the correct temperatures and may have been that way since installation; if radiators are not heating fully or properties are not warming up as they should, residents are advised to contact the office for advice. All installations carried out by Westminster Building services are covered under the defects liability period so issues can also be raised with them directly.

AF requested that an expert opinion is sought on the suitability of the fans in terms of size and capability - KK will arrange for a survey to be carried out.

Condensation and Damp -

A number of properties are reporting damp and condensation issues similar to last winter, there have been 22 properties in total who have reported issues since the decommissioning of the communal boiler system.

The Council are of the opinion that the cause of the issues is the lack of ventilation.

The MCMO is undertaking works to the extraction system and once these are complete and the flow rates are available for a sample of properties, a report will be sent to the council.

KK and Maxwell (MCMO administrative assistant) have been inspecting properties as issues are reported and providing advice on how to minimise condensation where possible - additionally there is an analysis taking place to identify any patterns in the worst affected properties.

The external walls of the building are no longer kept warm constantly by the communal heating system, KK is seeking funding to insulate the bin room walls from the outside to provide a barrier between the flats and the cold.

KK, RB and Maxwell will also be meeting with the Council following the duct clearing to continue investigations as to how this issue can be resolved.

Use of the boiler room -

Following discussions with the Council about the possible hidden homes/commercial value of the space, the Council have confirmed that they do not wish to retain the space for their own use and we are free to proceed with our Small Improvement Bid for funding to convert the room into storage for residents. Once the main body of works is complete, a vote will be undertaken to see what residents wish to do with the space.

Bike storage is one option so that the butterfly clips can be removed from the communal hallways.

It is noted that there has been an increase in bike thefts from within the estate; CCTV cameras are in working order and footage is provided to the Police when incidents are reported.

Residents are advised to take care when entering or leaving the estate, making sure that non-residents are not permitted access.

Finance -

The accounts 7 months into the financial year are showing a surplus of £18,000

There is no major expenditure scheduled for the rest of this year, except one bathroom replacement in a tenanted flat

KK is seeking funding from the Council for the extensive works to the roof fans

Planned works -

The replacement of the communal flooring will take place in the new year due to a delay in the roof fan programme.