**Draft Minutes** Meeting

*(These minutes will be ratified at the AGM 2021)*

McCarthy Court Management Organisation AGM

Held on 18/01/2021 @7pm via MS Teams

NB: This was the postponed AGM for 2020.

**Present**

I Cohen. N Hook. J Barrett. B Zeigler. R Earley. A Ewin-Iles.

K Rolt. G Grey. S Bradford.C Jones.D Gyves

**Apologies**

G Gallard. B Watson.

Non Members

J Berg

**In Attendance**

K Klidzia. A Morton. F Kamara (WBC)

Meeting commenced @ 7pm via Microsoft Teams. All residents were written to on (date) and asked to email the office to request the invitation for the meeting due to the failure of the AGM to proceed via Zoom on (date).

1. **Present/Apologies**

As above

1. **Approval of last AGM Minutes**

Proposed SB Seconded AEI All agreed

1. **Annual Report**

**Reflections on last year**

We would like to take this opportunity to thank all residents who have assisted during this difficult year, and still ask that you ensure that you adhere to the government’s advice regarding restrictions; we appreciate that this is difficult and frustrating but it is so vital to keep everyone safe.

As you are all aware it has been a traumatic year for all of us and we have tried to balance AM working from home and attending the estate to ensure everything is in line with current safety regulations and that our obligations are being met in terms of health and safety and repairs.

**Estate cleaning contract**

Paul has been doing extra cleaning to make sure everything is being disinfected more regularly, focusing on contact points. We are in regular contact with Paul and with the Agency he works for to ensure his welfare is being considered at all times and that he has the correct equipment and PPE to remain safe on our site.

**Estate Maintenance and Works**

From the first lockdown, we have continued with emergency and essential works which includes leaks, flooding, blockages and annual gas safety checks; which are a legal requirement. Other works were considered on a case by case basis however no kitchen or bathroom refurbishments were completed during the year as there were none which were urgently required after assessments were completed.

There has been an increase in rodents on the estate which we believe is just due to the changes in the immediate environment (more people around during the day, more rubbish etc) but we have a pest control contract in place which is helping to eradicate the problem.

We have seed a considerable decrease in bulk rubbish over the past 18 months; an estate inspection in June 2019 uncovered a huge amount of stored items left by a former member of staff which was cleared as soon as was possible and since this time we have noticed that the general bulk on the estate is fairly minimal and has subsequently cost less in 20/21 than in any previous year we have records for.

Sadly, there was an increase in fly tipping over the first lockdown in particular as we expect many households were taking the opportunity to discard unwanted items. We ask that you do not dump items anywhere on the estate and that you arrange disposal in the correct way through Wandsworth Council. If you need help with this, please contact the office and we would be happy to assist.

**CCTV**

As you may recall, back in 2017 Wandsworth Council advised that they would be reducing CCTV across the borough by 50% and that this would include housing estates. We, along with every other estate in the borough, underwent assessment by the Council and they decided in 2019 that McCarthy Court would have all of our cameras decommissioned and there would be no provision for any CCTV on the estate. We rejected this and, along with other co-ops in the same position, achieved somewhat of a U-TURN in late 2019 whereby the Council confirmed that they would not be removing any CCTV for the time being. We have since tried to receive assurance that this is not a temporary decision as we are hesitant to spend co-op money on renewing the system if they intend to review their decision and force removal in the near future but we are yet to receive any such assurances.

Given the condition of the current system and an unfortunate increase in anti-social behaviour and fly-tipping on the estate, we have made the decision to include the renewal of the system in the 2021/2022 budget which is currently being created.

**WBC - Major Works and Investigations**

The Council have begun to book inspection for the roof renewal so the programme is progressing.

In response to the survey conducted into reports of leaks, faulty extractor fans and mould/damp/condensation, at the request of WBC we will shortly be appointing a contractor to visit a number of properties identified through the survey for further inspection. If your flat has been selected we will contact you direct to arrange a visit.

Here is some feedback given by WBC to the meeting:

*The roof to the block is scheduled for renewal in 2021/22 and preliminary condition surveys are being carried out by the consultants appointed by the Council’s Major Works section. Formal consultation will then commence with leaseholders, who will be given the opportunity to challenge the reasonableness of charges and nominate their own contractor to be invited to tender.*

*The Area Team remains concerned over the reports of ingress affecting lower floor properties in the block through the external structure. Previous remedial works including re-asphalting of balconies and walkways, have not been successful and more detailed investigations of the structure have failed to clearly identify the cause. Using one of the longest affected properties as a pilot, specialist leak detection contractors have been commissioned to undertake a detailed survey to enable the cause of ingress and appropriate remedial action to be identified. This survey will commence shortly.*

*Following the resident survey, in February last year, it was noted that there was a marked increase in the number of residents reporting dampness to their properties. In view of potential differing causes (including roof leaks, leaks from external walls and condensation) and in order to identify the scale and cause of the problem, MCMO have been asked to carry out a more detailed survey of the individual properties reporting problems. This can allow the identification of appropriate remedial action. We understand these surveys are currently underway.*

1. **Vote for the Management of the Estate to continue**

Proposed KR Seconded CJ 9 agreed 2 abstention

This will be followed this year with ballot papers to ask if you wish for the management to proceed for another 5 years or to return the management of the estate back to the council. Papers will be sent out to all residents by an external body.

1. . **Adoption of Audited Accounts & Treasurers report**

KK gave explanation of accounts. If any residents would like to have a copy of the full report, the office is happy to provide it.

Proposed SB Seconded AEI 10 agreed 1 abstention

1. **Appointment of Auditor for 20/21**

Proposed we continue with Simpson & Wreford

Proposed IC Seconded SB 10 agreed 1 abstention

1. **Management Board Nominations**

J Barrett after 15 years serving on the management board has decided to retire this year & we would like to thank her for her support and wish her well.

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| Name | Nominated by |
| I Cohen | S Bradford |
| N Hook | S Bradford |
| N Sykes | I Cohen |
| A Ewin-Iles | S Bradford |
| S Bradford | S Bradford |
| S Fisk | S Bradford |
| B Watson | R Earley |
| R Earley | I Cohen |
| A Sowummi | S Bradford |

1. **AOB & Matters Arising from previous minutes**

Q1: Who is paying for the flat inspections?

A1: The budget for the inspections of flats will be paid for by MCMO

Q2: How many flats are being inspected?

A2: 21 flats have been selected

Q3: When are the service charges going to be sent out?

A3: There is a delay because of covid of approx.. 4-6 weeks.

Q4: Deliveries are having problems with finding flats could the signage be improved?

A4: AM will set up a group.

JB, AEI & NH have volunteered their services. They will look at whether the proposals could attract a small improvement grant via WBC.

Meeting closed @ 20.10

**Statement from Wandsworth Borough Council**