**Minutes of Reconvened General Meeting on**

**Monday 13th January 2020 in the**

**Community Room 21 Stanmer Street**

**Present**

I Cohen Forbes N Hook S FiskB Zeigler N Sykes J Barrett S Plumb

R Ho T Greenwood C Jones D Gyves S Farah

Apologies

S Bradford B Watson M Martin A Erwin-Iles J Lelion K Rolt

In Attendance

K Klidzia A Morton F Kamara (WBC)

This is the reconvened meeting from 13/12/19

1. **Present/Apologies**

As above

1. **Approval of minutes from meeting 24/06/19**

IC was the only person present at the reconvened meeting therefore approval went ahead

1. **Mangers report**

There has been a leak identified on two sections of a shared waste pipe between two leasehold flats. Both leaseholders have made arrangements through the building insurance to carry out the repairs

There were some delays in starting the works as asbestos was identified in the boxing of the toiles in both properties which the insurers contractors have started to remove. The works have begun and are expected to take three days after which the repairs to the waste pipes of each property will begin

Steve Finlay (WBC Direct Labour Team) attended site to gain an inspection of the roof following a number of ongoing leas from the roofs and balconies with a view to MCMO contracting this team to carry out any required works. We should receive his report and recommendations and the board will discuss the next steps at the next meeting

Any residents who are suffering from any leaks from roofs or balconies and who have not yet reported the issue to the office are urged to do so as soon as possible so that we can attempt to rectify as many issues as possible. It may not be an obvious leak and may look like condensation so if you are unsure, please let the office now and we can assist with identification

We have also liaised with WBC with regard to the roof fans not working correctly and sought a quote from Smith & Byford-the contractor has now been signed and we will shortly begin the process of booking in inspections to the fans and any remedial works

Following the termination of our cleaner in August, we will be looking

into the best way to proceed with the first step being a comparison between:

1. Having a directly employed Caretaker/cleaner
2. Engaging a contractor to carry out this function

**Finance report**

Income is slightly higher than expected due to non residential income

Block costs have a surplus of £5525.57 some of these costs have been set aside for repair works to the extractor fans and also the annual maintenance contract we recently entered into with Smith & Byford

Estate coast have a surplus of £2547.50 we had set aside funds in this area to cover roof repairs however now that these costs will be covered directly by WBC the funds can be allocated elsewhere

Staffing costs are our only area of overspend with a deficit of £6421.78, this was due to disciplinary action taken against a member of staff and subsequent costs of using a contract company. We are working to bring this surplus down by minimising expenditure in this area for the rest of the year

Management and service costs have a surplus of £1618.63 as some costs are not due until later in the year

Overall there is a surplus on Service chargeable costs of £3269.92 which will be reallocated as above and we will continue to spend carefully moving forward to ensure we do not overspend

There is a surplus of tenant costs of £5827.10. there is one kitchen that needs replacing and a bath in another property which will be done early 2020. We hope that there will still be a surplus at year end.

AM will be sending out letters regarding the leaks and where we stand at the moment with a survey to send back to the office

KK informed the meeting that the works on the roof are just temporary

AF asked if they are doing anything to the brickwork DPM and Expansion joints

SP asked if it is due to wear and tear why do the leaseholder have to pay

FK informed all present that WBC are only carrying out necessary responsive works as the roof has been reported to them

KK DPM, Coping stones, Expansion joints have now been identified. There is no way to bring the roofs forward because of the timescale

CJ asked if leaseholders could help with support for individuals to ask for information off WBC

FK passes all complaints onto M Stack the Building Maintenance Manager

KK said that if anyone has any ideas to help would be considered

IC suggested all residents having a direct meeting with WBC regarding water ingress

AF water is coming in through brickwork on Stanmer Street side

IC suggested a letter to all residents to attend the meeting once it has been set up

RH comment about noise nuisance

The meeting was informed about the call out system in place and that it needs to be logged with them. **Their number is 0208 871 7490**

Meeting ended at 20.30