Minutes

McCarthy Court General Meeting

held on Monday 21st February 2022

At The Katherine Low Settlement, Battersea High Street

1. **Present/ Apologies**

Present: I Cohen (Chair), N Sykes (Secretary), A Erwin-Iles (Board member), S Bradford (Board member), B Zeigler, J Barrett, G Gallard, J Scarlett (Board member), J Lelion, T Greenwood

Apologies: J Berg (Board member), C Joly (Board member), N Hook (Treasurer), F Kamara (WBC- RPO)

In Attendance: K Klidzia (Treehouse Property Management) A Morton (Estate Manager)

Non Members: C Palaca, S Palaca, T Boucher, A Sykes

1. **Minutes of last meeting**

The minutes of the meeting held on 22nd November 2021 was approved as a true and accurate record. This was proposed by SB, seconded by NS and agreed by all.

1. **Matters arising**

None

1. **Managers/Finance Reports**

Major Works

Wandsworth Borough Council (WBC) conducted a test on the Shuttleworth Road side of 43-78 to identify if there was any cavity wall insulation. They were previously advised that a company WBC appointed in 2014 called MarkGroup had previously attended and drilled test holes discovering that there was only single brick however, they completed additional testing this year with the same results.

The council have sent out the tenders for the roof/balcony programme and the closing date is 9/2/22. The Contract Administrator then has to analyse all the tenders and then recommend a contractor prior to the Section 20 consultation taking place.

Major works tenders take around 2 weeks to sift through & we have not been given any idea of a start date. KK explained that major works programmes over a certain value were previously advertised on the European Journal (OJUE) however, once the UK left the european union, the process was changed and took some time to implement. Combined with COVID, there were delays on many programmes but we are still hopeful that the roof and balconies will be replaced in 2022.

Notices of Intention were issued to leaseholders however, the Management noticed that there were important works not included so it is likely revised notices will be issued ahead of the works starting.

Resident leaseholders will be able to pay the major works fees in instalments over 10 months however, non-resident leaseholders will need to make full payment on receipt of the invoice.

A member asked if the new roof would also be flat in design and it was confirmed that the replacement is like for like.

A member also noted that the original roof had a shingle covering however it does not appear that there is any additional protective coverings planned for the new roof.

There is a leak coming from a flat in block 43-78 which is leaking in to the garage area. The leaseholder of the property is not currently permitting access so the office are discussing options with the Council in order to get these works completed.

A second leak is occurring in the void space between two flats in block 1-42, there is an asbestos panel which needs removing before works can take place and this is being agreed with the insurers at the moment.

Continuation Ballot

We had a very good turn out for the 2nd Ballot and we are pleased that the result meant that the Co-operative can continue to manage the estate.

We are grateful that residents were able to give us a second chance and we are committed to improving life at McCarthy Court for everyone.

Community Payback

We have lost the services of the group as they found that there was very little they could do on the estate.

We hope they will come back to paint the railings around the estate at a later date.

Staff update

This will be the last GM meeting for AM as she will be leaving at the end of February. She wishes you all the very best with the Management of McCarthy Court and to thank you for the time she has spent here over the last 6 years.

AM hopes the new manager will settle in & AM is sure they will receive the support which you gave her during the time she has been here.

Steve Fisk who is our longest standing Board Member has recently sold his flat and will also be leaving us shortly. We would like to express our heartfelt thanks to all the hard work Steve has put in to the Co-operative over the years and wish him all the best for the future.

Sky Q information

AM has enquired for several residents regarding upgrades to Sky Q.

In order to be connected to the system, the resident will need to contact a company called MDTV who are a WBC contractor and can connect your property to the requires equipment. The resident will then need to contact Sky to complete the installation within the roperty. Sky will not need to access the roof at any time.

There is a cost for the MDTV works which we are told is currently £78 including VAT.

Management & Maintenance Allowances from WBC

Benson Tetsola who is the Finance Manager at WBC has confirmed that the scheduled review of allowances which was due this year, will be moved to next year. This is due to the increase I energy costs – the Council is able to bulk buy energy and therefore benefits from favourable rates which are not available to Co-operatives.

Delaying the review will reduce the disparity between general market prices and the bulk discount the council obtains, which is used to calculate the electricity allowance.  It will also give us more time to liaise closely with the Council to review comparator site compatibly and work together on any significant downward changes to the allowance.

Our allowance award for 2022/23 will therefore be based on a CPI increase of 2.83%.

Finance report – 21st February 2022

Income is slightly than budgeted due to a refund due to WBC for service charges, this is slightly offset by income from storage units and bank interest received. There is a deficit of £5172.98.

Block costs are underspent by £1930.18 and we are closely monitoring this area as we have slight overspends on the cleaning costs.

Estate costs are underspent by £6132.91 due to some items of expenditure not being required such as drainage, staff clothing and works to estate lighting. There is also funding allocated in this budget for roof fans maintenance and required repairs which have not yet been completed and the annual emergency patrol invoice has not yet been received.

Staffing is underspent by £3110.54 due to no spend required for recruitment or training. Also there were budgeted amounts for the caretaker NI/Pension which have not been required as they are included with the current contract.

Management are service costs are underspent by £3343.30 due to savings made by sharing the office with All Saints plus there has been no expenditure on office improvements or equipment. Some fees are not yet due such as the auditor and insurance so those costs are still to come.

Tenant costs show a surplus of £2336.05 due to careful management of expenditure. As above, we continue to monitor spending in this area and hope to end the year with a surplus while ensuring all required works are being completed.

Overall there is a surplus on service chargeable costs of £11,406.38 at the end of the second quarter which is a very strong position to be in. We continue to manage the budget carefully to ensure we end the year with a surplus.

We will be looking into areas where we can spend this surplus. Suggestions at the meeting confirm that CCTV upgrades would be a priority as ASB is becoming an issue again on the estate and in the area in general.

1. **Continuation Ballot Result**

IC thanked those present & also all the residents of MCMO for their support on the second continuation ballot and hopes everyone is looking forward to the next 5 years as a Cooperative.

1. **Moving Forward & Recruitment**

MCMO are awaiting a response from All Saints to see if they would be willing to combine resources and share a manager and an admin assistant, this would enable both estates to have 5 day a week cover.

We hope to start recruiting a new manager within the next month and also to have Tiree who is with All Saints now to cover the admin position within both coops.

In the interim Hayley is stepping into an admin position at MCMO until a new manger is appointed. This will help to strengthen all areas moving on and each board member will have defined rolls within the management. It is anticipated that the manager will have 30 hours per week and the admin 14 hours per week between both coops if agreed.

IC explained about the agreement MCMO previously had with an external consultant and that the current arrangement with Treehouse has achieved a cost saving. The consultancy contract will be reviewed in line with the new staffing structure and changes will be made as per requirements moving forward.

IC requested if anyone is interested in becoming a board member to contact the office.

A member asked about communication to residents and discussions were had about increasing regular updates such as newsletters and other information. Residents also showed interest in coffee mornings and informal drop-in sessions where a Board member could be available to discuss issues. The Board will take on all suggestions and come up with a plan to move forward with the resources available.

Meeting ended @ 21.15