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Minutes of Annual General Meeting

25th July 2017 at 7pm

 in the Community room

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| **Attendees:** Ida Cohen (IC)June Barrett (JB)Sarah Bradford (SB)Bea Zeigler (BZ)Tim Boucher (TB)Steve Plumb (SP)Nathan Cook (NCK)Marie Martin (MM)Beverly Watson (BW)Nick Coombe (NC)Junior Scarlett (JS) | Kamila Klidzia (KK)Anna Morton (AM) |

**Apologies:**

Alison Forbes

Nancy Sykes

Alan Newbury

Gary Gallard

Foday Kamara (WBC)

1. my name please

2. Ida Cohen name delete from apologies

3. in point 5 should it be 2 new members?

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**1. Minutes of last meeting:**

The minutes of the meeting held on 15/06/2016 were approved as a true and accurate record. This was proposed by JB and seconded by BW.

The minutes of the meeting held on 23/06/2016 were approved as a true and accurate record. This was proposed by JB and seconded by BZ with the following amendment:

1. my name please

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**2. Matters arising from the minutes:**

NC requested that damp and condensation becomes a standing item on the agenda.

IC advised that this implies that there are outstanding actions to be taken to resolve the issue however, it has been made clear by the Co-operative and Wandsworth Council that there is nothing further that will be done in respect of this.

**3. Audited accounts 16/17**

KK presented the accounts showing a surplus for the year of £5212.

All in favour of accepting these accounts.

**4. Appointment of auditor for 17/18**

AM has joined with eight other co-operatives in Wandsworth to re-tender for the auditor contract as we have had the same auditor providing the service for over 10 years.

It is noted there are no concerns or issues with the current auditor but the co-op must regularly test the market to ensure best value is being achieved.

Our current auditor (K A Johnson) decided not to tender for the contract.

The highest scoring contractor was Simpson Wreford Partnership.

Appointing Simpson Wreford would also see a saving of £385 per year

All in favour of appointing Simpson Wreford as our auditors.

**5.Corporate issues/Membership**

New treasurer is required. Discussion deferred to next meeting.

**6. Election of Management Board**

All current committee members have stood for re-election:

June Barrett nominated by Bea Zeigler

Sarah Bradford nominated by Nathan Cook

Steve Fisk nominated by June Barrett

Ida Cohen nominated by Vicky Newbury

The following members were co-opted during the last year and have stood for full membership:

Nathan Cook nominated by June Barrett

Nancy Sykes nominated by Vicky Newbury

Tim Boucher nominated by Allan Newbury

Allan Newbury nominated by Tim Boucher

Beverly Watson nominated by Vicky Newbury

There were no further nominations

All in favour of accepting the above named as the Management Board.

**7. Managers report**

The flooring replacement has begun with a few issues being raised early by AM.

A meeting is being held on Thursday 27th July with the contractors to address the issues of leaving materials on site and some quality of workmanship which has been questionable.

Block 43-78 is almost fully complete and block 1-42 is due to begin this week.

The estimated completion date is the 4th August.

The painting of the skirting's will then begin on the 7th August.

Quotes are being sought to re-paint all walls as they now look odd with the new colour of the flooring.

Finance report:

Block repairs and maintenance:

There is an apparent overspend of £ 1521.22 however £2935 of this is a rechargeable cost for some external works required to resolve a leak which WBC will be covering and £996.80 is the annual rent for the paladin bins.

There are small overspends on contractors (£184.72) and roof fan repairs (£410) but savings in other areas have created an overall surplus on £1413.78.

Staffing:

This area shows a surplus of £1388.81 to date.

Actual spend on staffing is stable and the surplus is made up of mainly staff and committee training budgets and under spends on national insurance contributions which should regulate through the year.

Management and Services:

There is an overall surplus of £1606.97 to date. There is a small overspend on stationary (£118.83) due to bulk orders being placed but this will average over the year

*Overall there is a small surplus of £6.25 across all areas but this is a faux total due to the rechargeable works (£2935) and the bins being paid in advance (£996.80) We are therefore running a true surplus of £3688.85 to the end of June. We are expecting to report a surplus on the accounts by the end of July when the recharge has been recovered from WBC.*

Tenant only costs:

There is a surplus of £433.05 on tenant only costs - the only area of overspend is garage repairs due to a replacement door being required unexpectedly. This will be revised in the next budget to ensure a larger budget is set for this code.

The surplus is mainly due to works being carried out on a responsive basis but this could change as we move through the year so no planned works are to be scheduled in until the final quarter.

**8. Neighbourhood watch**

The meeting is being held this evening so there is no attendance from MCMO.

PC Mann has advised of an exclusion zone from Battersea High Street to the Latchmere which will try to curb the nuisance issues in the area.

**9. AOB**

NC raised the issue of damp and condensation which has been present in a number of flats since October 2014.

IC suggested that residents who wish to take this matter further form a group and meet separately from the general meeting to discuss.

SP raised concerns that residents were not using their heating as they could not afford it and suggested that a communal system could prevent those residents from suffering damp and condensation.

KK advised that any resident facing hardship can come to the office for advice.

 KK also noted that the previous communal system had a fixed cost of approx £23 per week per one bedroom property and approx £37 per week per two bedroom property. These costs are much higher than a combination boiler is believed to cost so such a system would not assist those who are struggling.

IC asked if Jane Ellison MP had provided a response to a letter sent and NC advised that there is now a new MP for the area (Maria Cordova) which he is taking the issue up with.

TB suggested an independent survey of the building and was advised that the co-op would not fund this.

SP advised that he was told that the radiators installed in his property (which he believes

 are the same spec and WBC contractor used in many other properties) were insufficient and was advised to take this to the group meeting to raise with WBC.

Council tenants who do not feel as though their radiators are sufficient should contact the office and they can arrange BTU testing to confirm the correct output required to heat each room and take any required action from there.

AM advised she is happy to prepare and open up the room for those wishing to hold their independent meeting and will put out an agenda to all residents ahead of the meeting if required.

SP proposed that the store rooms at the rear of the old boiler room be converted in to secure bike storage

SP requested that the holes in the wall where the notice board used to be placed, be filled and make good

One paladin bin is broken and due for collection by WBC - it must be left upturned on Shuttleworth Road in order for them to take it.

A collection was previously arranged but someone put the bin upright so it was not seen as damaged and therefore wasn't taken.

Meeting closed 8.30

ACTION LIST

Any interested residents shall agree a date for a meeting specifically to discuss damp and condensation

AM look in to bike storage proposal and seek funding as required.

AM to arrange for wall to be made good where notice board was removed