

Hide Tower Resident Management Board Meeting

Wednesday 11 March 2020 – 6.30pm.

Present

Ms I Dahl	Chair	ID
Mrs M Weldin	Secretary	MW
Mrs M Glen	Treasurer	MG
Mrs M Stephenson	Vice Chair	MS
M Mr T Weldin		TW
Ms T Mclean		TM
Ms B Grasberger		BG
Mr L Stephenson		LS
Mr P Mixer		PM
Ms P Addison	Manager	PA

Apologies

Ms M Ramos	MR
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1. Matters Arising

ID chaired the meeting and welcomed all members. She asked everyone if they had read the minutes of the last meeting, and if there were any queries. As there weren't any **ID** asked for a proposer **MW** proposed the minutes and **MS** second them, all members were in agreement

Matters Arising

ID updated members that we had received a settlement figure £25,288 this comprised of £23,808 for the repairs and £1,480 for loss of revenue on the hall. There is a £500 excess and so we will soon be receiving £24,788. Colin has completed his work and we are still waiting for Morgan Sindall to reinstate the smoke detector in the hall, they will need a tower to be erected to complete this work.

Audit – ID/PA gave an update on the audit. There were still two recommendations to complete by the end of the March otherwise we will be receiving a warning notice from Mervyn. PA advised that all members need to complete a training needs analysis form and from there she will formulate a training plan. Colin Williams also needs to provide a void specification and costings.

Conflict of Interest

There was nothing around the table

2. Repairs

PA gave a repairs report from 30th January – 11th March we had raised 28 repairs, 22 had been completed and 3 of these were communal of 19 in-flat

repairs we had received 7 satisfaction slips all were satisfied 37% The expenditure to date is £2,902.00, there was one high spend of £884 for assisting Flow 3 with stack cleaning work. All other spends were between £40-£250.

PA also spoke of the service contract we had set up with Warrior doors. This was for 2 x service visits per year and two reactive callouts per year, all parts and upgrades are included.

PA brought in PM has he had concerns about who would deal with any further problems from the door and who would deal with it in the absence of Pauline or Sabrina. It was confirmed that Warrior doors had a list of authorised people who they speak to regarding reporting problems with the door and that was Pauline, Sabrina and Maureen. If the door is found to be open then the re-set button should be pressed to release the door, and have it closed which residents would then have to manually open and close the door.

3. Finance

PA gave a monthly finance report for February:

The opening balance was £32,055.07, we received £1,207.80 from Colin Williams. Expenditure was £14,009 .68 leaving a balance of £19,748.19.

Petty cash opening balance was £87.14, there were 5 purchases of £73.50 leaving a balance of £13.44.

PA advised Mervyn had been in discussion with Westminster finance team regarding the cut in our allowances, he is asking that the allowances should remain the same as last year's, so we are waiting for the update soon. Members asked about the renegotiation of the £25k and think that we should still ask for £15K back as we will be operating at a loss. This was agreed by all members.

4. Health & Safety

ID informed that the audit is now in progress JRC Associates have been in to meet with Pauline and are now working to put everything in place so that we can complete the audit.

ID/MS discussed the issue with the trip hazards on the garden side paving. They had met with Mervyn and a couple of other's Westminster officials to be discussed what can be done to resolve the issues and are still waiting to hear back with some quotes.

Any other business

ID discussed the 20 -year anniversary which was held on 26th February and went well, some good speeches and shows that the TMO is valuable and needs to continue.

PA advised that she had received a letter from Westminster that all residents will be receiving shortly, regarding the start date for the ventilation and fire safety work will start in April 2020. They will be holding a meet the contractor session where residents can ask any questions that they may have.

They will be setting up site alongside the garden with 4 portacabins, the bike rack will have to be moved to accommodate this. The committee agreed that this would be a good opportunity to have it removed.

ID informed that she is progressing with the website and is still looking to get some photography.

PA advised that the dates for the next meetings will be, April 22nd, June 3rd, July 15th, August 12th, September 23rd, Nov 4 and December 16th. Also agreed the date for the AGM will be September 2nd.

As there was no further business to discuss **ID** handed over to **MG** for the RA business.

Residents Association Matters

MG informed that we are starting to receive money from the hall now that we are back in business. **MG** also informed that we had received £290 refund from Castle Water.

PA/MG had the annual meeting with David Larkin for the Residents Association, it went well. The accounts have been audited and we will be arranging a coffee morning AGM next Tuesday 17th March.

PA advised that she has spoken to the photographer for the photography in the lobby, he has agreed to take the photographs on his next visit, but not sure when that will be.

PA advised that she had received a quote from Winch Brothers to complete the painting of the underside concrete ceiling, this came in at £2994 incl vat. She asked the committee if they are in agreement with this and do they want this to go ahead with it. Committee agree with quote but want to postpone the work until the stack cleaning is complete.

PA also read out a letter regarding a proposition to use the hall for a soft play area 6 days a week 8am-6pm. The committee did not agree with this proposal because of other regular commitments also the interruption to the lobby area and working of the office sharing the facilities.

As there was no other business to discuss the meeting finished at 7.10pm.