

MINUTES

RESIDENTS' MEETING

Held on Tuesday 09 March 2021 at 7.30pm via video conference

The meeting started at 19:35 and was led by Catherine Desson, Chair.

1 - Present/Apologies

- Present x13 – Mike Biddick, Anindita Chakrabarti, Catherine Desson, John Fooks, Ashley Gowhary, Leslie Knight, Kiran Sharma, Karen Long, Sandrine Tiller, Samson Yap, Sarah Yetman + Nasser Hashemi + Sarah Stevens (WBC)
- Apologies x1 – Elena Zanger
- The meeting was quorate (nine required, 11 in attendance)
- Catherine welcomed the newcomers to the meeting and gave a brief introduction to how the meeting would be run

2 - Minutes of last Residents' Meeting - approval

- The minutes of the last Residents' Meeting (03 March 2020) were proposed for adoption by Catherine Desson and seconded by Mike Biddick
- The minutes were approved as a true record of the meeting. All members voted in favour

3 - Matters arising from previous minutes

- Item 3 - Matters arising from previous minutes – Item 6 – Continuation ballot
 - **NEW ACTION IDENTIFIED AT 09/03/21 MEETING – Catherine Desson – raise issue of sharing benchmarking data at next Co-op Forum meeting**
- Item 6 – AOB – Co-op Forum/SIBs grant – Nasser confirmed successful application to cover purchase of large planters x10 for the estate (see AOB)

4 – Declaration of interests

- There were no declaration of interests

5 – Budget 2021/22

- Nasser Hashemi presented the draft budget 2021/22 for adoption and highlighted the following items:
- Income
 - WBC allowance – predicted increase of 1.59%
 - Of that, 0.98% increase as we handed back rent management (£89,232.00)
 - Service charge increase of 1.4% (total £58,698.00)
- Block cost - increase of 1.4%
- Management/Service costs
 - Nasser provided background for new attendees (savings over the years, eg photocopiers, alternative ways of managing cleaning, alarm substitutes, etc)
 - Saving of £1,038 on copier
 - Saving of £393 for office phone (BT Cloud)
- Nasser explained the concept of the sister estate for Wandsworth calculating their allowances to the new attendees – he also explained the challenges of not being matched with an estate that is structured in a similar way to Felsham Road Co-operative – Catherine Desson advised that the Co-op would continue to monitor the state of play with the sister estate
- John Fooks, Treasurer, noted that Nasser had done a very good job and had made efforts in bringing down costs

- John added that the Co-op will start negotiations earlier with WBC for 2022/23 allowances (these negotiations take place on a five-year cycle and Nasser and John will be working hard to negotiate ahead to protect and build on what we have – allowances are based on WBC formulae, taking into account other pressures, eg Covid, inflation, etc)
- The attendees thanked Nasser Hashemi and John Fooks for the work they had undertaken to prepare a well-structured budget for the forthcoming financial year
- The budget was proposed for adoption by John Fooks and seconded by Catherine Desson. All others supported the proposal

6 – Planned projects 2021/22

- Nasser Hashemi provided an update on planned projects for the Felsham Road estate for the coming financial year as follows:
 - Planned projects on the Felsham Road estate 2021
 - Installation of new communal entry doors (approx 3-4 entrances per year) (*roadside, likely £4-5k/door, looking for contractors at present, plan to start with John Keall House*)
 - Re-painting of communal doors/frames/new closers (garden side)
 - Installation of fire doors to remaining council tenanted flats (x7)
 - Upgrade of John Keall House CCTV (*final block to be upgraded*)
 - Gate security bars (*following recent break in at JKH bike shed – weakness in gates – welder onsite to quote and secure*)
 - Installation of new bike shed in main green area (*outdated, issues re size, positioning, plan to make decisions and order before end 2020/21 FY*)
 - Replacement of wooden fencing (*external fences replaced three years ago with metal fencing – inner fencing to be replaced with wood*)
 - Installation of pram shelter (*will be looking for SIBs grant to support this – hope to install close to Greville House*)
 - Office – interior painting and addition of external door canopy
 - Replacement/removal of worn signs in communal areas (*hoping to replace with something more stylish and permanent, eg slate*)
 - Regular scheduled works
 - Jetting of stacks (*ongoing – drainage downpipes and drain gulleys below*)
 - Polish of blocks (*floor tiles – usually once per year – unable to complete last year due to Covid – planned for this summer*)
 - Anti-climbing paint to gates (*completed due to recent bike thefts*)
 - Plus longer term maintenance works, eg roof repairs – currently in early stages of discussion with WBC (see AOB)
 - John Fooks advised new attendees that there are also longer-term plans to share

7 - AOB

- Rent handback to WBC
 - Nasser Hashemi reminded the meeting that rent account will be formally handed back to WBC on 05 April 2021.
 - John Fooks added that lack of access to their IT system along with Universal credit would have caused cash flow problems for the estate
 - Sarah Stevens (WBC) noted that the handback had been well thought through and handled, with a set of valid points made and recorded
- Roof repairs
 - Nasser Hashemi highlighted forthcoming roof project (C1 referral, led and run by WBC, not the estate) – the roof was last replaced over 40 years ago.

- A significant project and one that has a process that has to be followed to the letter
- HJP Consultants will be surveying the roof
- A Notice of Intention will go out to leaseholders from WBC at some point during the year
- Possible leaseholder costs may be between £5k and £7k (best guess only at present) – info from Ronan Coady/WBC – Notice of Intention will make this clearer – the Notice of Intention also gives a 30-day window in which to recommend a contractor and/or raise issues/queries
- Nasser advised new attendees that costs are allocated using the same formula as for service charges (ie by flat size)
- Bills could be issued October 2022 but more likely in October 2023 (absent leaseholders must settle within 14 days)
- Nasser will be writing to leaseholders shortly to explain what is coming, providing info re funding options for WBC, etc – we hope to give leaseholders at least 12 months’ notice to enable them to plan
- John Fooks advised new attendees that Co-op governance does not allow the existence of a sinking fund, hence the one-off cost
- Works projected for early 2022/23
- Plan is to hold back on redecorations where possible to help leaseholders to manage costs
- Mike Biddick asked about roof insulation – will this be upgraded?
- **ACTION – Mike Biddick/Leslie Knight - find out more about insulation grants and feedback to Nasser Hashemi**
- New planters
 - Planters x10 to be colour-stained and positioned/planted during April/May 2021
 - Catherine Desson/Sarah Yetman have visited trade nursery and have put proposed planting plan to Nasser Hashemi (mostly evergreen planting to help with year round colour)
 - Nasser Hashemi will contact residents to see if anyone wishes to help with the planning session in May

Catherine Desson thanked everyone for attending, particularly the newcomers. She added that the Committee would be delighted to welcome new Committee members if anyone was interested. She provided a brief update for new attendees on number of meetings/year, how the Committee works, etc.

The meeting ended at 20:30pm.

Forthcoming meetings for 2021 (all start at 7.30pm)

Date	Meeting
Tuesday 25 May	Committee Meeting
Tuesday 22 June	Annual General Meeting
Tuesday 13 July	Committee Meeting
Tuesday 12 October	Committee Meeting