## 

**Roupell Park Resident Management Organisation**

**Minutes of Board Meeting Tuesday 28 March 2023, at 7pm**

**Meeting held over Zoom**

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| **1** | **Members Present**  Mary Simpson (Chair), Oni Idigu (OI), Alieu Corneh (AC), (KR), David McKinnon (DMc) Eddie Andrews (EA), Jasper Osei, (JO) Ethel Fosu (EF)  Present: Simon Oelman Estate Director, Michael Jellow LBL  **Apologies**  Molly Sinclair, Kayla Reid, Sandra Yamoah, Agnes Nyuma | **Action** |
| **2**  **2.1** | **Minutes and Matters Arising 31 January 2023**  The Minutes of 31 January 2023 were agreed.  The Chair will circulate dates for member appraisals | Chair |
| **3** | **Declaration of Interest, Fraud, Gifts & Hospitalities; New Shareholder Certificates**  No Declaration of Interest, Fraud, Gifts & Hospitalities were reported |  |
| **4**  **4.1**  **4.2**  **4.3**  **4.4** | **Chairs Report**  Haroon Smith had resigned from the Board.  Staff Birthdays, Albert Eze, Dave Worsfold  Board Birthdays, EA, SS, DMc  Hamper deliveries had gone well and had been very well received.  Amanda’s funeral had taken place in early December and has been well attended. |  |
| **5**  **5.1**  **5.2**  **5.3**  **5.4**  **5.5** | **Budget 2023/24**  SO introduced the report. He explained the proposed budget delivered a projected surplus on £42.460 based on the assumes salaries proposals to be considered by the Board in closed session.  He set out the following key features and risks   1. An inflation rate of 10% on contract costs and 20% on supplier’s purchases have been applied. 2. Increased costs in relation to disrepair as there has been an increase in claims and there are likely to increase further due to publicity in relation to damp and mould. 3. It was felt it was prudent to significantly increase the projected costs for legal fees in relation to income recovery. Roupell Parks approach will always be to offer help and support in the first case but where required there will be the need to take legal action 4. Growth has been built into the Community Development budget but it is dependent on grants being received grants from outside bodies. 5. Adequate provision was in place to meet our health and Safety obligations. 6. Roupell’s designated reserves now exceed the Board’s target of 25% of allowances and the combined the target set by the Board for the total of all reserves, continues to exceed £500k. 7. The Financial projections through to April 2026 showed that with sound financial management small surpluses could continue to be generated.   In the light of the information provided the Board requested that the Council look again at the rent arrears targets.  They also agreed that MOT inspections be recommenced to allow us to deal with damp and mould proactively.  The Board thanked Joy and Marsha for their hard work in preparing the budget.  **The Board Agreed to**   * **Note the Management Allowance paid by the Council as set out in the letter showing revised allowances.** * **Approve the proposed budget for the financial year 2023/24** * **To note the financial projects until March 2026** * **To consider the recommendation for salaries presented by the Chair in closed session.** |  |
| **6**  **6.1** | **Estate Directors Report**  SO introduced the report. He highlighted   * A structural survey of Elstead House had been arranged by the Council * Funding had been agreed to renew the entry phone system at Warnham House * The Council would be increasing rents by 7% and there was likely to be an increase of approximately £38 in the charges for heating and hot water. This increase would not be subject to increases in benefit and so would have a significant impact on residents. It would also be likely to impact on rent collection rates. * Changes made to the risk map. * Proposed action by the police to tackle ASB on Tanhurst House and Rush Common * SO was looking at staffing structures in the light of the departure of RJ. * Changes of approach to the management of damp and mould following guidance by the Ombudsman and ongoing highlighting of the issue in the national media. * **The Board noted the report** |  |
| **7**  **7.1** | **AOB**  There was no AOB |  |

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| **ACTION POINTS** | **TASKED TO** | **DEADLINE (IF APPLICABLE)** |
| 1. **Board Appraisals** | **Chair** | **February** |
| 1. **Noise Nuisance Procedure** | **SO** | **March** |
| 1. **Fuel Poverty** | **SO** | **Ongoing** |

**Date of Next Meeting 30 May 2023**