**Roupell Park Resident Management Organisation**

**Minutes of Board Meeting Tuesday 28 April 2020, at 7pm**

**Meeting held over Zoom**

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| **1** | **Members Present**  Mary Simpson (Chair), Oni Idigu (Treasurer OI), Agnes Nyuma (Secretary AN), Sandra Yamoah, Alieu Corneh, Eddie Andrews  **Apologies**  Molly Sinclair, Fariah Ahmed  **Present**  Simon Oelman, Estate Director | **Action** |
| **2**  **2.1**  **2.2** | **Minutes and Matters Arising**  The minutes of the meeting of 29 February 2020 were agreed.  It was noted that the Chairs appraisal had not been completed. It was agreed that this would be held via Zoom. The Chair said she would circulate possible dates.  The provision of a Microwave to RPCC was carried forward |  |
| **3** | **Declaration of Interest, Fraud, Gifts & Hospitalities; New Shareholder Certificates**  SO stated that he had been appointed to the Board of Penge Churches Housing Association. This was an independent HA which did not operate in Lambeth. There was therefore no material conflict of interest. |  |
| **4** | **Action Points arising from meeting of 31 March 2020**  The meeting agreed the following action points from the previous meeting   * **Adoption of Business Plan** * **Policy and Procedure Review** |  |
| **5**  **5.1**  **5.2**  **5.3**  **5.4**  **5.5** | **Chairs Report**  **Birthdays**  4 May Marsha  16 May Joy/Colin  26 May Simon/Milton  15 April Oni/ Fariah  26 April Alieu  5 May Molly  8 May – Sandra  The cards for the staff will be dealt with at a date in the future as due to the pandemic it is hard to get into M & S to get the vouchers.  The Chair reported that the After School Club and SEN group were operating online.  She also stated it would be good to put on our Website – residents clapping on Thursdays – videos requested and said that members should look at the Website, which was an excellent source of information. She requested that the response to the Thursday applause for the NHS was noted. SO requested members should send videos so that they could be put online.  The Chair thanked all the staff for their efforts during the current issues. |  |
| **6**  **6.1**  **6.2**  **6.3**  **6.4**  **6.5**  **6.6** | **Budget 2020/21 and Business Plan Financial Projections**  SO introduced the paper. He explained that the Council had reduced the allowances for 2020/21 as they had double counted income for Leith House and the CHP.  This meant that the budgeted surplus would reduce from £96,931 to £52,901. Therefore, it was suggested that the transfer to designated reserves should therefore be reduced to £25k.  SO did however point out that there were significant variations likely because of the Covid-19 pandemic which could not be predicted.  The consequences for the business plan were however more serious. Efficiency savings meant that a small surplus could be generated in 2021/22. Given existing assumptions on allowances a small deficit was projected for 2022/23. However, given the current uncertainties he suggested that no changes be made but that the projections should be revisited as part of the budget making process for 2021/22.  OI said that given current interest rates income from this source was likely to be lower than projected. SO agreed and said that we may have to revisit this as part of budget monitoring.  **Members agreed the revised budget for 2020/21 and Business plan financial projections for 2020/23** | **SO** |
| **7**  **7.1**  **7.2**  **7.3**  **7.4** | **ED Report**  SO updated members on issues on the estate.  **Covid-19**  Despite fundamental changes to the way services were provided we were still able to deliver core services without interruption. Most staff were working from home but some were attending as needed.  Most residents were very understanding of the restrictions. There was however increase incidences of ASB. In most cases these were one offs which were easily dealt with. However, there were a few more serious cases. These were more difficult to manage as home visits were not possible. In addition, all possession actions had been suspended by the Government for a minimum of 3 months. Limits had also been placed on the ability to seek injunctions, so that these could only be sought if there was a risk to life or serious injury. None of the cases we had so far was in these categories.  Work on managing social isolation had been very successful with a network of 10 community volunteers established on the estate. This was a massive credit to local residents. Many of the individuals had not been previously involved and it was hoped that they could be recruited as active members going forward.  SO said that he felt that the hard part of the process would come as restrictions were eased and suggested that this may be a topic for a future away day.  **Major Works**  Works on the lift programme has been deferred.  No progress had been made re internal rectification works.  No progress had been made re external defects although meetings and discussions has been held. There had also been 2 roof leaks on blocks with new roofs. This was being closely monitored. He also highlighted that the warranty on Thursley House had been invalidated because of actions taken by the Councils repairs team. This was being pursued, as this would otherwise have potential budgetary issues for RPRMO.  SO also said he had concerns about three other issues, concrete repairs at Fairview House, water tanks and fire stopping.  **Risk Management**  SO highlighted changes in the risk map. He also said that he was particularly pleased that risks in relation to Covid-19 had been reduced because of the actions taken to mitigate their impact.  **Upgrade of football pitch**  SO said that the Cruyff Foundation had pulled out of the scheme, however funding from the Football Foundation supported by Premiere League clubs has made a commitment to put in higher levels of funding. He was therefore confident that the scheme would progress. |  |
| **8** | **Any Other Business** |  |
|  | OI asked about the audit process. SO said that work was underway to complete the end of year accounts. Discussions had been held with our auditors and it was hoped that a ‘virtual audit’ could be completed as our systems were now digital.  SO confirmed that the NFTMO conference had been postponed until September  The Chair emphasised that members should read and respond to emails as this was now a key part of communications.  The Chair said that if members were aware of vulnerable people in need of support then they should bring them to the attention of the office.  Work on the cultural food day would recommence once we had more guidance in dealing with the pandemic.  **DONM – 26 May at 7.00. Venue TBA** |  |

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| **ACTION POINTS** | **TASKED TO** | **DEADLINE (IF APPLICABLE)** |
| 1. **Chair Appraisal** | **Chair** | **May 2020** |
| **2. Microwave for RPCC** | **RJ** | **TBA** |

Chair’s Signature: ……………………………… Date: ………………………

Secretary’s Signature: ……………………………….……