**Roupell Park Resident Management Organisation**

**Minutes of Board Meeting Tuesday 31 October 2017, at 7pm at Roupell Park Community Centre**

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|  |  | Action |
| **1** | **Members Present:**Mary Simpson: Chair (MS1), Oni Idigu: Treasurer (OI), Marcia Jones, Molly Sinclair (MS), Alieu Corneh(AC), Chris Weathers (CW), Sandra Yamoah (SY) & Edward Evans (EE)**Apologies**Janet Nicholson – latenessNike Onikosi – LatenessTom ParkerAlex Ekumah**Staff in Attendance**Simon Oelman, Estate DirectorEva Christmas, Community & Development Manager |  |
| **2** | **Declaration of Interest, Fraud, Gifts & Hospitalities; New Shareholder Certificates**1. Whilst there were no new applications for membership 6 new possible members had been identified.
2. There were no declarations of Interest or Fraud
3. There were no Gifts and Hospitalities received by Office Staff.
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| **3****3.1** | **Matters Arising from Minutes of Meeting held on 26 September 2017****An amendment was made to record the election of OI as treasurer.****The Minutes as amended were AGREED as a true record and signed by the Chair and Secretary.**Action Points1. **Board Appraisals.** Chair expressed her concerns that one Appraisal was still outstanding and stressed the urgency of this to OI.
2. **Door Knocking.** AC has commenced door knocking. Others to commence before Christmas.
3. **Brixton Energy.** In ED report
4. **Bikes beneath Hyperion House**. 4 redundant bikes identified to be removed.
5. **Estate Parking.** SO had written to Cllr Garden
 | **OI****Board****CC** |
| **4** | **Chair’s Report & Updates*** Staff birthdays, Sylvia 3 November & Jeanette W 2 November. Board Birthday – Tom 29 Nov
* Chair reminded members about training opportunities
* Events Committee to meet before Christmas
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| **5** | **Presentation on Anti-Social Behaviour**SO highlighted the key aspects of a training course run by Whitehead Solicitors for staff. MS1 and ON has also attended.SO emphasised the possible use of injunctions and their use as well as the legal definition of ASB.He did however also explain the need for adequate proof to be available to obtain an order even using a civil level of proof. However where one was obtained it was a powerful tool to compel people either not to do something, or to do something. SO explained that conditions that could be attached to an injunction included powers of arrest, exclusion from the home and the consequences of a breach, including a possession order.The Board requested that further training be made available to them in the future. | **SO** |
| **6****6.1****6.2** | Community Development Action PlanEC introduced a revised community development action plan which had been reduced to 37 Action Points. EC explained that the plan was based on 3 strategic objectives, Working in Partnership, Delivering Social Value and Building Capacity (both individual and community).The main objectives fell into 10 categories* Annual Fun Day
* The Summer Programme
* Supporting activities for elderly residents
* Reducing social isolation
* Engaging young people in sports
* The Afterschool Club
* Youth Forum
* Providing with child-care provision
* Helping residents into employment - social inclusion
* Learning and development

EC will arrange a fun day meeting in November 2017. EE volunteered to join the planning committee.  The Social Isolation project is to be partly delivered via Board. MS (1) TP and MJ to help develop strategy along with Roupell officers. Meeting to be held in November 2017. The Board Accepted the Community Development Action Plan | **EA****EA** |
| **7****7.1** | **Estate Directors Report**The ED introduced the report.and highlighted the following key issues1. The Council had reached an agreement that the internal rectification works could commence and that RPRMO would project manage the work. However there were ongoing issues about the final scope of works that would need to be resolved if the works were to go ahead.
2. External works were approaching completion. However there were concerns about the slip resistance of the new surface to the balconies when wet. The problem was exacerbated by the failure of Lambeth to deal with poor falls on the existing surfaces.

SO emphasised that whilst RPRMO could help through effective management this was not possible due to the extent of the problem and because it could occur when staff were not present. It had been agreed that the areas that had been tested would be cleaned and additional areas tested. A further meeting would then be held with Lambeth and the Contractors.1. The Board noted that there would be a reduction in allowances based on actual service charge levels.
2. The internal audit had gone well and a draft finding of reasonable assurance given. SO arguing it should be substantial. Board members would need to redo declarations of interest, code of confidentiality and code of conduct. SO to distribute.
3. MS(1) will contact members re waste disposal again as SO had not received a reply to his latest email
4. Solar power surpluses to be used to support social isolation project. Also initiative to provide surplus solar energy to residents flats at Fairview and to give advice and support on energy efficiency to other residents on the estate. SO would forward story to NFTMO
5. SO had begun work on examining stock options as per the Business Plan.

He had identified a consultant to look at 4 options* Do nothing
* Self-financing
* Stock transfer to a stand alone RSL
* Stock transfer to an existing RSL as part of a group structure.
1. He had identified a consultant to help in the process Ron Houston of PPCR associates who has considerable expertise in the field.
2. SO distributed a draft proposal. Members requested a week to comment on the draft and requested that it should also be sent to TP and AE. Members would need to respond to SO in one week.
3. The Board agreed that the report may need to be considered at an away day

**Subject to comments the Board agreed to commission PPCR to carry out a feasibility study for stock options as per the proposal at a cost of £13,010.** | **MS(1)****SO****SO** |
| **8****8.1****8.2****8.3****8.4****8.5** | **AOB****Bikes in Hyperion House** – Orders had been raised to remove 4 redundant bikesMJ raised issues around satellite dishes. SO explained that Mears had not removed wall brackets and so residents had simply reused existing. We would be removing at redundant dishes and any mounted on the roof.SO to arrange for switches to heaters at RPCC to be repairedSO to arrange for new mugs to be purchased for RPCCMS raised issue of accumulations of leaves at Hyperion House. SO explained there was an ongoing issue across the estate but agreed to get cleared | **CC****SO****SO****SO** |
| **9.** | **Date of Next Meeting****Tuesday 28 November @ 7pm** |  |

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| **ACTION POINTS** | **TASKED TO** | **DEADLINE (IF APPLICABLE)** |
| 1. **One more Board Appraisal outstanding**
 | **OI** | **June 2017** |
| 1. **Board Door Knocking**
 | **Board** | **November 2017** |
| 1. **Bikes under Hyperion House**
 | **CC** | **November 2017** |
| 1. **Events and Social Isolation meetings**
 | **EC** | **November 2017** |
| 1. **Board training ASB**
 | **SO** | **March 2018** |
| 1. **Chair to write to members re waste disposal**
 | **MS(1)** | **November 2017** |
| 1. **Instruct PPCR to carry out stock option appraisal**
 | **SO** | **November 2017** |
| 1. **Heater switches RPCC**
 | **SO** | **November 2017** |
| 1. **Mugs RPCC**
 | **SO** | **November 2017** |
| 1. **Leaves Hyperion House**
 | **SO** | **November 2017** |

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

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