**Roupell Park Resident Management Organisation**

**Minutes of Board Meeting Tuesday 29 September 2018, at 7pm at Roupell Park Community Centre**

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| **1** | **Members Present:**  Mary Simpson: Chair (MS1), Oni Idigu: Treasurer (OI), Molly Sinclair (MS), Chris Weathers (CW), (MJ) , Janet Nicolson (JN) Eddie Andrews (EA)  **Apologies** –Tom Parker, Marcia Jones  **Staff in Attendance**  Simon Oelman, Estate Director (SO), Colin Carnegie (CC), Maintenance Manager, Cllr Garden |  |
| **2** | **Declaration of Interest, Fraud, Gifts & Hospitalities; New Shareholder Certificates**  There were no declarations of interest, fraud, gifts, hospitality or any new share certificates. |  |
| **3**  **3.1**  **3.2**  **3.3** | **Matters Arising from Minutes of Meeting held on 31 July 2018**  Accuracy  The minutes were agreed as a correct record.  Matters Arising  Action Points   1. Training re ASB. Carry Forward 2. Board Appraisals – MS(1) to complete writing up. Still to be completed. 3. Board door knocking had commenced including self-financing. More to be done on 29 September. |  |
| **4**  **4.1**  **4.2**  **4.3**  **4.4**  **4.5**  **4.6** | **Chairs Report**  Birthdays – Alex/Eva  Warwick conference had been cancelled  MS(1) HAD attended a staff meeting. She felt that there were a number of issues to be addressed at away day. In particular she felt that there were communications issues between the office staff and the DLO. Lunch to be arranged to clear the air.  CW suggested that office staff to attend a job to see what issues are on site. Also it was asked if we could record calls. SO said that this was not currently possible. However emphasise that he frequently listened to the staff taking the calls.    MS(1) and MJ had carried out door knocking on Tanhurst House. Many people remained unaware of the self-financing proposals which is why door knocking so necessary. Further door knocking would happen Saturday and members were encouraged to attend.  MS(1) had not able to attend SNT meeting. |  |
| **5**  **5.1**  **5.2** | **Councillors Report**  Cllr Garden informed the meeting that he had arranged for the Cabinet Member for Housing to come to the estate and that this could include a discussion around self-financing and major works rectifications.  He agreed to look at the issues around the opening of a new builders merchants on Upper Tulse Hill and in particular the impact on traffic. |  |
| **46**  **6.1**  **6.2**  **6.3**  **6.4** | **Planned Maintenance Update**  Colin Carnegie introduced the report.  He explained that the scope of works had been expanded because of the impact of the Fire Risk Assessments carried out on the estate and the need to carry out repairs on water tank doors.  Works had been completed on 2 blocks in Fairview House along with signage across the estate. Extensive preparation had also been completed on a number of other projects.  **The Board is requested to note the report a further report will be tabled to the Board November 2018** |  |
| **7**  **7.1**  **7.2**  **7.3**  **7.4**  **7.5**  **7.6**  **7.7**  **7.8** | **Self – Financing Project Plan**  SO introduced the report  The plan is divided into 5 themes although there is inevitably some over lap   1. Test of opinion 2. Negotiations with Council 3. Stock condition survey 4. Financial appraisal 5. Governance   These themes were in turn echoed in the risk map.  In turn the themes were divided into individual tasks, who is responsible for their delivery and the timescale against which this needs to be done.  Members noted that dates would change as the project developed as would associated risks.  MJ had asked whether residents could be sent texts about the project. SO said that this was currently not possible.  SO emphasised that the project could be halted at any time if circumstances required.  **The Board are agreed the project plan and risk and associated communications plan.** |  |
| **9**  **9.1** | **Estate Directors Report**  SO introduced the report.  He explained that works on the internal rectification works were about to commence but that there was no date yet set for the main works to commence.  Whilst a report had been produced in relation to slip hazards in relation to the procol balcony covering no response had been received as to proposed action of any.  SO reported that whilst there were no water quality risks some of the water tanks showed signs of corrosion. More information had been requested. He also reported that lift replacement was being considered for some blocks on the estate.  SO confirmed he was attending a briefing on the Housing Green Paper and would bring a draft response to the October Board  The Police Brixton Problem Solving Team had been invited to the AGM  SO updated the meeting in relation to SF. He explained that she had now been signed off until 22 October. He also said that the RPRMO occupational health advisor had said that she was not fit to return to work and that her duties could not currently be changed to allow her to return.  SF had further hospital appointments to consider her ongoing prognosis.  SO was continuing to employ an agency arrears officer and would keep the overall situation under review. It was noted that this was a budgetary pressure and that SO had paid SF for her outstanding leave for 2017/18.  The Board wished SF well and a speedy recovery |  |
| **10** | **Finance Update**  **Members noted the report** |  |
| **11**  **11.1** | **AOB**  MS raised the issue of paving at the entrance to Hyperion House. SO agreed to pursue  CW raised the issue of obstructive parking on the estate. SO said that he had again approached Lambeth Highways and was awaiting a response. |  |
|  | **DONM**  **30 October at 7.00** |  |

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| **ACTION POINTS** | **TASKED TO** | **DEADLINE (IF APPLICABLE)** |
| 1. **Training re ASB. Examine options re training for wider resident group** | **SO** | **Carry Forward** |
| 1. **Board Appraisals** | **MS(1)** | **Ongoing** |
| 1. **Board door knocking - including self financing** | **Board** | **September/October/**  **November 2018** |
| 1. **Proposals on visitors permits** | **SO** | **AGM** |
| 1. **Response to Housing Green Paper** | **SO** | **October** |
| 1. **Away Day** | **All** | **24 October** |

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

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