

# Hide Tower Resident Management Board Meeting

## Wednesday 19 May 2021 – 6.30pm.

### Present

Ms I Dahl	Chair	<b>ID</b>
Mrs M Weldin	Secretary	<b>MW</b>
Mrs M Stephenson	Vice Chair	<b>MS</b>
Ms B Grasberger	Treasurer	<b>BG</b>
M Mr T Weldin		<b>TW</b>
Ms T Mclean		<b>TM</b>
Mr L Stephenson		<b>LS</b>
Mr S Graves		<b>SG</b>
Ms P Addison	<b>Manager</b>	<b>PA</b>

**ID**, chaired the meeting **and** welcomed all members, she asked if everyone had read the minutes of the last meeting, and if there were any queries. As there were not any, **ID** asked for a proposer, **MS** proposed the minutes and **MW** second them, all members agreed.

### 1. Matters Arising

**ID** updated members on the results of the consultation for cyclical decs to paint the landings and replace ceiling tiles. We have received 70 responses, 68 in favour and two not. This is a 43% return with a majority in favour. The next step is to arrange a meeting with United Living and Westminster to discuss the quote, they had previously given to see if this is the final cost, and to arrange the work, once all the communal doors have been fitted. **PA** has been in contact with Lindsey and Keith to arrange a meeting.

**SG** explained that he didn't return his form as he is not in agreement with using £85K of the RMB funds when the cyclical decs should have been done as part of the Major works. He is also not happy with UL having the opportunity to do more work when in his opinion they have done nothing to enhance the building or make it fire safe.

**ID** went onto to discuss the future of the RMB and advised that a letter has been prepared and will be sent out to everyone asking for more committee members so that we can then go forward with a 5-year ballot; so, we will have to see what comes of that and if anyone steps forward. At that point we discussed that Peter Mixer has not attended a meeting since October so has missed around 4 meetings. The rules state that if a member misses 3 consecutive meetings, then the place on the board is vacated, **PA** advised him of this, but he said that he still wants to be on once the face-to-face meetings resume. **ID** asked other members how they feel about this, and it was agreed that we are in a dilemma when we are asking for more committee members and then vacating a current member. It was agreed to allow him to stay on the board, but he must partake in the meetings. **PA** will inform him of this.

The discussion about the RMB continued with **SG** asking if the RMB discontinues can we transfer the surplus monies into the RA account, and what allowances will we get to run the RA. PA informed that it depends what services you will be providing at the moment its gardening and we get an allowance for that, but she will get clarification on this from Merv.

## **2. Conflict of Interest**

There was nothing around the table.

## **3. Repairs**

**PA** gave an annual report for April 20 – March 21

We had issued 220 in-flat repairs	£38,395.90
20 communal repairs,	£3,474.60

This is a lower number than usual and due to the pandemic and lockdown. Also, we should be seeing a reduction in communal repairs because of the new lighting, most communal repairs are usually changing old light fittings.

PA also gave a report for April.  
31 repairs issued.  
26 completed

Expenditure so far £4, 616.86  
We received 12 satisfaction sheets are 55%

## **4. Finance**

**PA** informed that the auditor is attending on 1<sup>st</sup> July to do the end of year audit. She informed that she had a run a profit and loss report for the last financial year and it was showing a profit of £30K, however this will not be the final figure and we will need to see what adjustments they make to the accounts. She informed that we had received money for major works voids, plus we are making a saving on salaries due to Sabrina going in October.

PA confirmed that in April the opening balance was £45,344.31.  
We had received Q1 allowance of £54,253.50.

Expenditure for the month was £11,869.43, leaving a closing balance of £87,728.30 as at the end of April.

Petty cash opening balance £35.06, we had transferred in £100 float in from sales, there had been one transaction of £42 closing balance £35.06.

## **5. Health & Safety**

**ID** informed that PA has been chasing up Westminster for the ongoing issue with trip hazards and asking for some estate action to get the tree roots pruned and paving stones levelled This was deemed to be urgent by them in

January but still no action. Merv has been chasing this up with Sam Preston but the recent email she received this afternoon, is to ask if our contractors could do this work with the paving in the interest of having it done more speedily and then to recharge the cost back to WCC. PA to speak to Colin Williams about it .

**ID** informed that Hyper-optics had been and carried out final snagging work. **SG** said that they had not finished it all and not to satisfaction, he has asked if we can arrange a final visit with Gina to go through what is remaining, such as the tarmac in the car park and the wiring going through communal floors. PA to email Gina to discuss issues.

**TW** advised that during his walk about he noted that the fire extinguishers in the chute rooms were in disarray some just laying around and there doesn't seem to have any uniformity of how they should be, he asked if they could be affixed to the new riser doors.

PA advised that the fire extinguishers are normally serviced every January but this year they have been missed. She is not sure if this was because of the fire safety work going ahead affecting the chute rooms, she has informed Westminster on the monthly health and safety monitoring inspection forms. Merv has picked it up and is chasing them to attend.

### **Any other business**

**ID** informed that the annual payment for the website is due to paid she will email the invoice.

**PA** informed that she is taking some leave in the first week of June, and Zebra PA company will be taking the phone calls and arranging urgent repairs.

**SG** discussed the plants in the lobby, have not survived, and that he has not charged for them. Discussed getting some regular green spider plants that need minimum care. **MS** said that she had seen some on the internet and will order some, she also informed **SG** to put his invoice in for payment.

### **Residents Association Matters**

**ID** informed that **PA** has invoiced Westminster £750 for hall hire for elections. Also, we have had a request from Emma Chapman to hire the hall for 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month 10-3pm, to do pedicures for Grosvenor residents. All in favour of this and proposed charge is £25 per hour.

**MW** asked if we need to do a rota for the hall, agreed that we don't just yet as we are just starting to open up again.

As there was no other business the meeting finished at 7.25pm. The next meeting will be on 30<sup>th</sup> June at 6.30pm.