

# Hide Tower Resident Management Board Meeting Tuesday 15 July 2020 – 2pm.

Present		
Ms I Dahl	Chair	<b>ID</b>
Mrs M Weldin	Secretary	<b>MW</b>
Mrs M Glen	Treasurer	<b>MG</b>
Mrs M Stephenson	Vice Chair	<b>MS</b>
M Mr T Weldin		<b>TW</b>
Ms T Mclean		<b>TM</b>
Ms B Grasberger		<b>BG</b>
Mr P Mixer		<b>PM</b>
Ms P Addison	<b>Manager</b>	<b>PA</b>
<b>Apologies</b>		
Ms M Ramos		<b>MR</b>
Mr L Stephenson		<b>LS</b>

**ID** chaired the meeting and welcomed members present. She asked everyone if they had read the minutes of the last meeting, and if there were any queries. As there weren't any **ID** asked for a proposer **BG** proposed the minutes and **MS** second them, all members were in agreement

## 1. Matters Arising

**ID** discussed re-opening the office safely, in line with the risk assessment provided by the health and safety consultant. The precautions we are taking is that we are providing a Perspex screen, hand sanitiser, masks and anti-bacterial wipes for the counter and door handles and phone. We will limit contact with residents and ask them to contact us for repairs and other queries by phone. If they need to come to the office to collect keys or fobs then they will need to make an appointment. The information is going out in a newsletter and we can put a notice in the lift too.

## 2. Conflict of Interest

There was nothing around the table

## 3. Repairs

**PA** gave a report on Q1 repairs from April – June 20 which showed that we had issued 34 Job tickets for this period. 3 remained outstanding and 5 completed jobs are unpaid.

We also received 12 satisfaction sheets which were all satisfied.

The breakdown of all categories and expenditure for each

Drainage	1	£1,036.80
Electrics	11	£2,083.50
Fixture and Fittings	4	£394.20
Glazing	4	£1,056.00
Plumbing	6	£1,036.80
Voids	1	£5,700.00
Total	27	£11,398.50

PA/ID reports that Flow 3 will be looking to resume the stack cleaning and will also address the leaking pipe at the front of the building and replacement of manhole covers. They are working within Westminster's protocols of starting up repairs in flats

#### 4. Finance

PA gave members a quarterly report on income and expenditure for Q1. The report showed that we had received the quarterly allowance of £41,960 plus £24,788 for insurance claim (these are all net figures). All expenditure was in line with usual costs, apart from paying professional fees to JRC Associates for the health and safety system, £3,500 and paid the annual maintenance cost to Entryphone of £2,594.00. There was a surplus of £36,562 in part due to insurance payment.

Petty cash opening balance was £97.25. There were 2 purchases of £17.50 leaving a balance of £79.75.

#### 5. Health & Safety

ID asked TW for an update on the block, TW advised that apart from the usual communal lighting, all was well. PM was concerned about some of the stair treads that could be a trip hazard. ID suggested that he gave us some more information or photographs so that we know which floors he is talking about so we can do an inspection. He was also concerned about exposed wiring on communal landings again we need more information from him.

PM spoke of the fire brigade attending to an emergency call out last week and said that there were many residents concerned about this. It turned out that this was a hoax call. It was agreed to put this in the newsletter to put peoples mind at rest.

#### Any other business

**ID** informed that we may need to hold the AGM by Zoom this year, we are waiting for Mervyn Thomason to run it by the legal team and to update us on the situation.

**ID/PA** the bike rack has been removed, and the garden side is all ready for the site set up for the major works. It looks like Westminster have delayed this as they needed to communicate with residents that the work is back on.

**PM** discussed the build-up of rubbish being left daily by the bins, this is an ongoing situation and has got worse since the lock down. Peter has requested laminated signs to tell people not to do it, also signs in the lifts. Not all members were in agreement as we regularly do notices and put it in the newsletters but the people who do it will not take any notice. It was agreed to do this one more time.

**MS** – discussed the rat in the lobby area, which got behind the panel and ate through the logbook for the fire alarm testing. Carlos had captured and killed it, but he said it was huge and thinks it may have got in through the garden door. PA has reported it to pest control who will attend tomorrow.

As there was no further business to discuss **ID** handed over to **MG** for the RA business.

### **Residents Association Matters**

**ID** informed Maureen that there have been requests for the hall from In-Deep to do the pedicures they want to start up again on the 27<sup>th</sup> July. This was agreed if they fulfil the cleaning and safety requirements. Also, Little House nursery have sold up to another Molly's nursery who may want to start up again in late September/October. Discussed the precautions we can offer by leaving sanitiser and anti-bacterial wipes for them to clean the surfaces they use.

**MG** advised that she had received an invoice from Luis who has ordered new planting for the lobby area. She asked if we still need to buy a hose for the garden, but we don't as Luis has a sprinkler.

**TW/MW** said that the paving in the garden is uneven and is hard for residents with mobility problems to manage and is there anyway we can put new paving in. MG said we should look to get some quotes.

As there was no other business the meeting finished at 3.20pm. The next meeting will be on September 2nd at 6.30pm