

Hide Tower Resident Management Board Meeting
Wednesday 9th November 2022 6.30pm

Present:

Ms I Dahl	Chair	ID
Ms B Grasberger	Treasurer	BG
Ms F Matoq	Secretary	FM
Mr B Abell		BA
Mr P Mixer		PM
Mr T Weldin		TW
Mrs M Weldin		MW
Mr R Zanetti		RZ
Ms S Gilbert		SG
Mr N Walke		NW
Mr S Grave		SG
Mr R Mangat		RM
Ms M Stephenson		MS
Ms P Doan	WCC	PD
Mr M Thomason	WCC	MT
Mr K Rouse	WCC	KR
Mr C Abrahams	United Living	CA
Mr F Talbot	United Living	FT
Mrs Coral Gerald	TMO Manager	CG

The Meeting was quorate, the minutes were agreed, and proposed by **PM** and seconded by **TW**.

• **MATTERS ARISING**

Major Works update

Update on Major Works was given by **KR** from Westminster City Council and **CA** from United Living

- 1) Cross Corridors doors – 4 suppliers have been approached, however, there are problems with the design of doors and the supplies, for example, what is required from the Fire Protection Act in 2024. Also, in the specification, metal doors were required and the HSE & Fire Officer to be involved. A further Risk Assessment will have to be completed. Also, further requirement may be needed on buildings over 18m that they are not aware of and don't want to have to return to do further works and spend more money after the Act has been passed. Therefore, it has been transferred to next phase which will likely begin sometime in 2024.
- 2) **SG** and **PM** asked about charging for leaseholders, closing off communal lobby, enclosing staircase on ground floor, finding way to install smoke and fire detectors linked to fire station, demolishing the block, using insulated materials.

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- 3) WWC did not have the answers, which is why the works have been moved to next phase.

Update from **FT** on UPVC doors & Vents installation by **CA** and **FT** from United Living.

- 1) 50% of the new UPVC door have been installed.
- 2) Hope to complete the installation of vents by end of January 2023.
- 3) United Living have been ringing residents to book appointments for the vents and are booked up for the next 3 weeks and up to Christmas. They will continue to ring residents.

SG, RM and **PM** asked questions which included concerns about the vents not being compliant, whether the residents that have tiled over their vent or installed their own system will be a problem, concerns about pictures which were taken by WWC now being lost, UPVC doors not fitting properly, and 12th floor chute room door still not closing.

KR confirmed he had been working with Building Control since April and they have signed it off. The decision had been made to go ahead with the installation of the vents. He is prepared to work with residents to overcome problems. He will also look at chute room door on 12th floor, which does not close. **CA** confirmed letters have been sent to residents outlining details of who they can contact if they have any concerns. 118 doors have been completed, 15 additional doors and 4 doors waiting to be installed.

Another Zoom Meeting agreed for Wednesday 7th December for a further major works update.

KR, CA, FT left the meeting

FLOW 3 DRAINAGE

Flow 3 have hand-delivered letters 3 times, with the last letter drop being to the specific properties where access is needed to carry out the stack cleaning work. Where stack access, white goods need to be removed, Flow 3 may require residents to evidence that their appliances are in working order prior to moving and if help or assistance is needed from Flow 3 then a disclaimer will need to be signed by the resident.

Manhole covers in the foyer by the main staircase are on order with 2–3-week fabrication time and will be installed within 2-3 days after delivery.

First stack to be cleared provisionally booked with all 3 residents on the 2nd, 10th & 20th floors on the 10th November, subject to asbestos surveys and results at Flat 73 and the stack access.

CG informed the board that a resident leaseholder on the 20th Floor had queried the vent update with WCC and had changed her mind at the last minute, now wanting the vent to be renewed before she allows access for the stack clearance. She then asked for the stack to be cleared on the 14th November instead of the 10th. The stack clearance did not go ahead. Cancelling the stack clearance was annoying due to the time spent sorting it out and, in the

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meantime, the flat that was flooded in September cannot be repaired, as it relies on the first stack to be cleaned and cleared. Flow 3 was warned to avoid the leaseholders on the 20th floor due to equipment that would have had to be carried through hallway and living room to get to the kitchen.

- **RESIDENTS ASSOCIATION**

MS informed the board that a draft letter has been written to ballot residents in the block about a proposal to install an outdoor gym for resident use only. She confirmed there was not any cost to Hide Tower, it was free, and it was up to residents if they wanted it. She also confirmed that the bike hangars will also be donated to Hide Tower for free by United Living and any damage to paving will be made good.

PM raise concerns about maintenance and vandalism of gym and worried that installing the bike hangars will damage the paving.

MS left the meeting.

ID reminded Board she is stepping down as Chair at AGM on the 30th November, as her three year period of serving as Chair has come to an end and that someone else needs to take a turn now.

- **CONFLICT OF INTERESTS**

There was nothing around the table.

- **REPAIRS & FINANCE**

CG said for October there had been a total of 33 repairs - 2 repairs outstanding and 31 completed. The total cost was £3,434.40. There were 37% satisfaction rate due to only 8 of 33 repair satisfaction slips returned and 6 phone calls made. 1 large repair of £910.00 is due to an immersion heater overheating. Most money was spent on heating and leaks.

Trade	Type of Repair
Drainage	3
Electricity	13
Plumbing	8
Joinery, Fixture & Fittings	2

CG waiting for the £11, 237.00 payment from WCC from a void recharge. Another email has been sent asking for an update as to when the invoice was going to be paid. Allowance and income of £51,552.00 received for the quarter, and £15,772 spent.

Balances in the accounts at the end of October are: -

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- Current account £93,624.36
- Surplus account £362,596.47.

- **HEALTH AND SAFETY**

A Health & Safety audit has been carried out in office and hall areas. The report has been received and the following have been completed - an accident book in the kitchen, Fire Action signs in the office and hall above the fire alerts, new health and safety poster in office and hall. Residents Association cupboard in the hall has been cleared.

Fire Safety test points are carried out by WCC, with Oakray doing the test visits once a month. This means that the office and hall are tested 12 times per year.

CG informed the board that CCTV still needs to be installed on her laptop. The software needs to be approved by Westminster.

A letter has been sent to the 7th floor because a bucket and a bag of excrement have been left in the chute room and landing areas within 3 weeks of each other.

- **ANY OTHER BUSINESS**

AGM to be held on Wednesday 30th November at 7pm.

Major Works for next Meeting on Wednesday 7th December at 6.30pm, with board meeting to follow

Meeting closed about 8pm.