

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD
Minutes of the meeting of the Management Committee
Held on Monday, 11th April 2016 at
24 Wesley Square at 7:30pm

Present: Kirsty Malcolm (KM), Cerys Matthews (CM), Jennifer Jeffrey (JJ), Basia Kapp (BK), Hilary Arnold (HA), John MacArthur (JM), Murray John (MJ), Denise Heywood (DH), Philippa Collie Cousins (PCC), Sarah Collinson (SC)
Guests: Olivia Cox - Minute Taker, Marie Travers (MT), Anna Gardiner (AG)

		ACTION
1	Apologies: Ben Gladstone (BG), Kirsten Tormod Pedersen (KTP), Judith Blakeman (JB), Laurence Dorman (LD), Andy Woodford (AW)	
2	Minutes of the last meeting - circulated, read and agreed by the committee	
3	Occasional Lettings	PCC, MT
4	Gardens	HA
5	Update re: re-surfacing of Lancaster Road and Church entrance	LD
6	AOB	MT

3. Occasional Letting

PCC reported that she had a lot of positive responses upon circulating the proposed document regarding guidelines for Occasional Lettings in Wesley Square. PCC informed the committee that three people had had questions, although these were not against occasional letting. One person raised whether the committee had the ability to enforce the guidelines set out in the document. PCC explained she had asked the QC and the reply was that yes, the square would have this right if someone was carrying out a business / let to people who were disruptive – in this case, it would be legitimate for the committee to say they didn't want that person to continue. PCC reported that it has been a very positive outcome. MT & PCC to check financial figures included in the document before distributing the document to sub-owner. PCC clarified that the document will very clearly state that anyone wishing to engage in occasional lettings must take

responsibility for issues such as insurance. PCC suggested Martin Hutchins (QC) should be bought a bottle of something in thanks for his time and help. Agreed upon by the committee. PCC thanked by the committee.

4. Garden

HA reported that there have been big changes to the garden since the last meeting. Thomas has now left the square but will still be on call should he be needed on occasion by the square. HA reported that this is good timing as all the hard landscaping, gates, paths and fencing have been done. It is also good because it means it is now just Reg and Simon, which means gardens will probably not exceed budget. Money will be spent on new tools for Simon, as Tom used to bring his own.

HA also reported that there is a compost shed & bin being built for garden waste (this will be padlocked and not be for general use). RBKC is no longer collecting garden waste, and registering for removal of garden waste will now be charged per household. HA will register for gardens, and there will be an allocation of bags not needed for the gardens, that are available for owners. HA found that people weren't using their garden waste bags particularly, so HA will now keep the bags (extra 5 have been ordered on top of the 5 HA needs for the garden) to be available when people want them. HA will also buy bio-degradable green sacks. This will be a cost to the square rather than every household, which will make it much more affordable. HA reported that if anyone abuses the system, they will simply need to register themselves and opt out of the communal system. HA confirmed that she is able to buy more when demand is higher. HA also believes that she may not need all the bags allocated to the garden - especially when composting begins. HA to stay on top of this.

HA reported that Simon has fixed the latch on the gate that had not been working.

HA informed the committee that they are getting an incinerator, which is legally allowed. The ash will be used as pot ash in the garden.

Simon will build the raised bed for the vegetables when he gets back, outside Murray's house. There will be a permanent structure for runner beans. These will be available for everyone. There will be a new herbaceous boarder near number 24.

JM clarified it is £96 + £56 for the bags. Total £152. This was agreed upon.

5. Re-surfacing of Lancaster Road & Church Pull-in

LD to provide full update at next committee meeting. It was raised at the AGM that everyone should be consulted again on available options and take a decision based on costs.

6. AOB

(i) Saving money in certain areas at AGM

MT reported that she was asked at the AGM to look into window cleaning options. Presently, all windows in the square are cleaned once a month. MT was asked to approach the window cleaning company to see if they would do a bi-monthly clean instead. MT reported that they were happy to do this, although there would be a slight increase for each job. However, the overall cost in a year would be reduced. The cost stands at £6.40 per month per property at present. This was met my mixed opinions by the committee. HA raised her preference for having her windows cleaned once a month. It was also suggested that people will forget to open their back doors if cleaning is bi-monthly. A vote was taken: five members voted to continue monthly. Three members voted to trial bi-monthly. Monthly window cleaning will continue.

The other saving possibility that Richard Armiger brought up at the AGM was spending money on Shurguard storage. MT noted that lease documentation is held by the solicitor, and that Joanna has some storage in her flat – she was acting as company secretary. JM reported that he visited Shurguard, and the Wesley Square storage can be closed down with 2 weeks notice. MT noted that there is a file for each property, and Joanna is suggesting going through each file to remove anything that isn't about historical info for property, or relevant to current owner. JM suggested Joanna is paid £15 per hour for this. JJ asked for some information to be scanned and kept on the internet. Agreed. The file will then be given to the co-owner. This will come out of the budget for the rest of the year for the storage. A shredding company will come on-site with a shredder to dispose of other documents.

(ii) Illegal parking

SC reported she has noticed a lot of illegal parking. She has done an unofficial survey and there has often been up to 15 illegally parked cars. It creates a blind corner and the corner is blocked. SC has called the council several time. SC emailed the council and copied JB in, who has agreed to help with the situation. MT confirmed that she is happy to also email. SC to do the same.

(iii) Drug activities

CM reported there are two hotspots where there are often congregations of youths, and piles of drug paraphernalia. The stone circle is being used for drug deals. JM reported Simon found used needles with blood on them a few months ago. Any found, should contact MT who will get removal team.

MT reported that last year there was a meeting with a PC to discuss what is going on. They are aware of it and there are a couple of arrests made. Their advice was don't use the 111 number - call 999. They also suggested CCTV. RBK & C Safer Communities would fund 40-50% of funding for CCTV. MT obtained quotes This wasn't agreed upon, but can be at a later date. MT raised concept of dummy camera. Not a good idea as gives people a false sense of security, and criminals know what the dummy ones look like. When she raised CCTV, some people felt it would be intrusive. CM suggested less shadow from greenery and more light. MJ stated there have been people congregating in parking spaces on Lancaster Road. JM brought up issues such as cabling, and someone to be trained. JB was happy to have the housing for the actual unit outside her house. MT to circulate the two options (1. go through trunking around the gardens / 2. cabling up sides of walls), and approach another company for a third option. The issue has been kept open with the PC Glen Duggan and Safer Communities. MT enforced that anyone who witnesses a drug activities or transactions, they must call 999. Jennifer re-brought up the idea of getting rid of the brick circle. This was voted out at the AGM.

JM asked MT to get a full quote for CCTV, including on-going maintenance, cabling, training etc. JM suggested illuminating the whole brick circle as a low-cost trial. For the next meeting, MT to research full cost options of getting CCTV. SC suggested an email be sent round the square in the meantime, advising residents to log how many instances of drug activity occur between the two meetings. JM to get a price for lighting the brick circle. MT to email PC Glen Duggan and Safer Communities to highlight that there is still an issue and see if community police can do checks again

(iv) Cerys Matthews

Committee extended a warm welcome to Cerys for attending her first committee meeting.

(v) Redevelopment

The Westway Trust redevelopment was discussed. At a recent meeting regarding the development the Trust was prepared to listen to the community

that has an interest. Concerns were raised over the 'halfway house' development, that the building itself was extremely high.

(vi) Parking Permits

AG confirmed with the renewal of the parking permits this summer that evidence of car tax is now done digitally. It must be clarified that a vehicle must be insured. It was all discussed that the permit must only be issued to resident co-owners.