

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD
Minutes of the meeting of the Management Committee
Held on Monday, 8th September 2014 at 46 Wesley Square at 7:30pm

Present: Hilary Arnold (HA) - Chair, Murray John (MJ), Basia Kapp (BK), Philippa Collie Cousins (PCC), Jennifer Jeffries (JJ), John MacArthur (JM), Sarah Collison (SC), Kirsten Tormod Pedersen (KP), Andy Woodford (AW)

Guests: Chris Ogden-Newton (CO), Anna Gardiner (AG), David Kitchen (DK), Chris Bushell (CB), Olivia Cox - Minute Taker

		ACTION
1.	Apologies: Ben Gladstone, Denise Heywood, Judith Blakeman, Lawrence Dorman, Marie Travers	
2.	The Minutes of June 2014 Committee Meeting – Noted to be correct.	
3.	Exterior Redecorations update from Murray Paint Gutters	MJ
4.	Management Resignations Appointments	
5.	St Andrews Boundary Bollards	MJ & JM
6.	Resurfacing of both entrances Church parking	MJ & CO
7.	Sub-letting in Wesley Square	
8.	Works proposed to no. 34	DK
9.	Finance Budget	JM
10.	Garden Gate Open squares	HA
11.	AOB Re-carpeting of common paths AEDs Next meeting date	HA & DH

3. Exterior Redecorations update from Murray

a) MJ informed the committee that the new paint colour has arrived. There is an issue with exact colour matching to the previous shade, as it is a different sort of paint. The lower panels at number 24 have been painted as a test. The committee agrees that it is happy to accept MJ's judgment as to the suitability of the colour once it is dry, in order that painting commence ASAP. This is because the roofers arrive on Wednesday, and it would be best for the painters not to get in their way.

b) A program has been pinned to noticeboard to let co-owners and residents know what's going on. This has also been emailed round. There have been small amount of dissatisfaction in response - MJ has received a number of emails with issues to be resolved. It was concluded that the following should be communicated in a letter from CO:

- People are to be advised to put a note on their door if don't want it to be painted.
- Need to let all co-owners know that loose bricks, cracks in brickwork and redundant wires will all be removed.
- Need to warn that plants may be damaged unavoidably by scaffolding.
- The amount of time the scaffolding will be up in each area is on the program, if co-owners need to know for insurance purposes.
- Saturday work. MJ has said they can work until 4pm if not making any noise. Need to warn co-owners that the painters may be there on a Saturday from 8.30am.

c) There is a serious leak on some of the gutters. MJ thinks the water may be going under the felt. So roofers will need to take up that part of the roof. MJ explained that in the past there was a calculation on the size of the pipes according to current standards, which is higher now than when Wesley Square was built. Some blocks only have 2 downpipes which isn't enough. MJ explained options to be: increase diameter of downpipe OR put an overflow on the top.

4. Management

HA and JM resigned. Chris Bushell and Joanna Campling resigned on 1st October 2013; Thomas Bullock resigned 8th Sept 2014. Laurence Dorman was appointed on 11th March 2014; Sarah Collison appointed on 9th June 2014. JM proposed Andy Woodford as a new member. AW proposed that HA and JM be re-elected.

5. St Andrews Boundary.

CO summarized the advice from the lawyer: as you look at the Lancaster Road pull-in, the lighter coloured tarmac on right (not large enough to park a car) is theirs. The remainder is property of Wesley Square. There are three options for proceeding. 1) go and talk to them and give permission to park small vehicle on right hand side. 2) threat to put bollards in if a larger vehicle parks. 3. install bollards or a gate without giving notice. There is also the extreme option of applying for a court injunction preventing future trespass.

HA proposed that temporary bollards are erected in order to provoke a reaction from St Andrews. HA further proposed that immediately prior to these going in, a sign should be erected stating that no-one must park. These would need to be unlocked by residents in order to gain access, but would in no way restrict the St Andrews access via foot. This is with a view to a more long-term (and more expensive) solution being implemented at a later date. It was also noted that the bollards should be spaced so that the outer two would fit a standard size car,

meaning only the middle one needed to be unlocked in order to gain vehicle access. The committee were all in agreement of this. HA further proposed that MJ be in charge of this, with expenditure being agreed upon by MJ and JM. This was agreed by the committee.

6. Resurfacing of both entrances

a) HA suggests that the whole issue is pushed back to the next meeting, as it was decided at previous meeting that the committee can't afford to do resurfacing as part of the re-decs. The committee must wait until after re-decs to see how much money is left in the kitty, to solve various issue including resurfacing and:

- Fence repairs
- Internal paving
- Bollards at church entrance as well?

b) The issue of the church entrance was discussed further. On a Sunday evening there are cars completely concealing the entrance, but not actually on Wesley Square land. Barnards are to write to new pastor and point out that that is the disabled entrance for the church and Wesley Square. It is a fire hazard.

c) HA proposed that the committee is looking very seriously at defining the boundaries and resurfacing entrances and pathways, and looking at mending all fencing. HA proposed MJ to action this. MJ will come up with quotes to repair / replace, so that the committee can take decision on where to spend money. The committee voted in agreement.

7. Sub-letting in Wesley Square – no issues were raised

8. Works proposed to no. 34 - Committee heard the proposal. Voted. In favour.

9. Finance.

The financial year end for Wesley Square is September. JM will present a budget at the November committee meeting. JM recommends not agreeing any additional capital spend until after the redecs. JM will produce a 7 year cash flow, upto the next redecorations to see the viability of the present service charge, which stands at £150 / month.

10. Garden

a) HA apologised that one of the gates hasn't closed. There is a piece that is needed that is not available, so it is being made.

HA announced that Wesley Square has gained entrance to the open squares weekend. All the private squares in London are open for visitation on the 1st weekend in June. This has to be taken to AGM, but Hilary wants committee's full support, which was gained. HA also reported that Wesley Square was awarded second prize for best garden sq in Kensington.

b) Reg is retiring. HA will put an advert for a replacement in Gumtree. Reg will be kept on full pay for 6 months while he trains his replacement. MJ seconded the proposal.

11. AOB.

b) Re-carpeting of common parts: Denise had emailed stating the need for new carpets on stairwells and covers for banisters. Denise is to present this as a proposal in the November meeting.

c) AEDs: Ambulance states that Wesley Square can have a life pack on its own in Kirsten's cupboard. Don't need an external cupboard. It links in with the fire station, and Kirsten will have to check the light is still on once a week. The cost is £800 + vat = 960. This was taken to a vote and the committee agreed to proceed. BK also noted that there is the option for up to 12 people to be trained, at a cost of £300. Chris to send round a general email for volunteers to take the course. The noticeboard will need to have a sign saying that the general public can access the square to get to the AED.

d) The noticeboard needs a cork surface to make putting pins in easier. Also legs wobble. This will be dealt with the fencing. Needs to be painted the same colour as the fences. HA agreed to look into this.

e) Rebate: Last year, Chris Sonia, Basia and Yoko agreed to be test beds for the new windows. They received a 3.5% discount from the supplier. For the latest installation, a 7% discount was negotiated when 5 or more Orders are placed at the same time. JM proposes they should get the extra 3.5% as a rebate as they did it as a favour - amounting to: £125.71 for Chris Bushell; £168.37 for Basia Kapp; £121.31 for Yoko Kudo. All agreed.

d) The next meeting will be on Monday 10th November at 7:30pm.