

**MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD Minutes  
of the meeting of the Management Committee Held on Monday, 7th  
September 2015 in Wesley Square at 7:30pm**

**Present:** Kirsty Malcolm (KM), Philippa Collie-Cousins (PCC), Basia Kapp (BK), Denise Heywood (DH), Judith Blakeman (JB), John MacArthur (JM), Kirsten Tormod Pedersen (KTP), Sarah Collinson (SC), Shirley Ainger (SA)

**Guests:** Dave Kitchen (DK), Francesca Niroumand - Minute Taker, Marie Travers (MT)

|   |                                                                                                                                   | ACTION                        |
|---|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 1 | <b>Apologies: Andy Woodford, Murray John, Laurence Dorman, Hilary Arnold, Ben Gladstone, Jennifer Jeffrey, Chris Ogden Newton</b> |                               |
| 2 | <b>Minutes of the last meeting</b> - circulated, read and agreed upon by the committee                                            |                               |
| 3 | <b>Update re: resurfacing of Lancaster Road and church entrance</b>                                                               |                               |
| 4 | <b>Subletting/Buy to let</b>                                                                                                      | MT                            |
| 5 | <b>Licence to Alter no 34</b>                                                                                                     | JB/DK                         |
| 6 | <b>Summer Party</b>                                                                                                               | MT/JB                         |
| 7 | <b>St Andrews Square Planning Application</b>                                                                                     |                               |
| 8 | <b>Finance update</b>                                                                                                             | JM - financial statement Nov. |
| 9 | <b>AOB</b>                                                                                                                        | MT                            |
|   |                                                                                                                                   |                               |

JB acting as chair

## **2. Minutes of the last Meeting**

Matters arising: due to Data Protection concerns, PCC, JM and JB will receive references for prospective buyers and tenants.

All agreed.

### **3. Update re: resurfacing of Lancaster Road and church entrance**

MT reported 3 quotes one from Laurence's original company Oakleigh Manor. They went out to tender, Railton Build has been used on a project before, Multi-Mac services and Colne Contracts are more builder type re-surfacers.

The quotations received ranged from £15,220 to £41,200 plus VAT for a resin bound surface. Two companies didn't quote for the retractable up and down bollards and were reluctant to do so.

JM met with Railton Build. JM noted asphalt costs substantially less than resin. Those prices are based on resin.

Next stage will be at the next meeting, decision to be made for Asphalt surface because resin is more expensive. Work to commence in the Spring.

### **4. Sub-letting/Buy to Let**

Following the last meeting, PCC has taken advice from Martin Hutchings QC (Wilberforce Chambers) about the new short-term letting rule. A new guide 'Letting in Wesley Square' was drafted, circulated and discussed.

PCC with the Law was changing in May, as a committee we have to tell people what the law is - I also think that if there are ways of advertising or things that we think are better then we should push people into that direction.

PCC - You could interpret our lease in a more generous way which I think we want to stick to changes in law in London post-Olympics where tourists like to stay in peoples places but stick to the longer, more formal process.

For these lettings we would have to get all the documents that we get from any other prospective tenants.

JM just has to inform MT of the name.

KM believes it that should be compulsory for copies of passports for any short term tenant.

JM states it is our rule is that it comes to the Committee, it is the co-owners responsibility to talk to MT.

PCC- Too onerous, could be 1 week or 2 weeks, good idea, helpful for everybody to know that they have to ask those questions. But thinks it would be too big a layer of admin to make it incredibly complicated.

That's the whole point, to discourage it.

Kensington and Chelsea isn't encouraging it because of parties, trashed houses, opening door to something horrific with air b n b.

KM clarifies, air b n b is a quick and transient.

Owner occupiers who would like to do it when they go on holiday.

JM - Seems reasonable we allow them to let their place for a fortnight, but not though airbnb.

We've written into our rules, government's policy on that. No let should be shorter than two weeks.

SC- Can't operate different to the law

Requested that it is written into the rules that there is prevention of a short term or long-term lease. Don't want turned into hotel over the summer period. I would be nervous about who is staying here when we have small children. Maximum of 31 days. That's the law, but if people want to do 2-week holidays.

KM notes there is no recourse- the biggest problem, dogs or any other subject, is that committee doesn't have any legal recourse or remedy.

Passport would not be a guideline that would be a requirement or we could be breaking the law.

JM requests checking with insurers as they didn't state a minimum period. They cover lease. Need a name.

PCC requests Barnards have it in writing before any change is made. People want extra cover to provide, special landlord cover and contents.

KM thought about major deposit for legal costs that has to be in place before they can let.

David Kitchen - The intention of earning an additional income on an ongoing basis with the irritating constant letting that is not telling the truth about how many days, passport would help. Anyone who doesn't tell you is not working within the guidelines

Request for provision of passports from new tenants to maintain authority as committee. MT or 2/3 members of committee have to have passport to make sure they are bonafide.

The issue is there are not any sanctions. Question raised of how anybody is enforcing that anywhere? Would cost a fortune in legal fees.

Looking in-depth at lease PCC thinks they could probably do it for longer but they weren't allowed because it was business oriented.

SC raised the concern of how is it being policed on a council level of over 31 days? Can penalties take you to Court? It is the council. Council wouldn't be bothered with square issue.

MT will draft something about occasional letting and what has been heard back from insurers for committee to consider and come to decision over.

### **5. Licence to Alter no. 34**

DK lives at no. 34. Murray sends his apologies and reads out: Short report outline process of DK's extension, neighbours happy to progress. Came to last point to validate. Matter of drain, survey from Barnards was in 2011. Drain belonging to whole square is under the current extension of no. 34 carrying everyone's effluent. Wanted designs excavated, and new manhole to be built outside of the extension..

Summary of e-mail received: it is unhygienic. Should not have been built in the first place, delays and extra costs as well. DK bought the house in the good faith, in planning terms-- TW will not rebuild over right now, TW very slow at responding to enquiries. The additional extra over costs have been as follows and square should take responsibility for this. Benefit for the square is that TW can get to it and will solve problems.

Works out with VAT at £6156.00 which Murray has broken down per household, which I think, works out at £130. To move drain out of David's premise to where it should be.

The effluent comes into a holding area and then out to the road.

Can/Should be out onto the street. Did buy 34, DK moved from 32 to 34 believing the extension had had permission from the committee. We can't have the manhole in the state it is, and it's got planning permission.

Can't have extension without any restriction if moved.

Are we voting? JM questions why this isn't this TW's responsibility?

It would normally be TW's responsibility to a certain point, but because the drain has been built over, it becomes that person's responsibility. The conservatory built on top of it before. It was Rupert who was there before Doug. Years ago. Building design fault. PCC says TW gets back quickly but Murray says he receives little response. John practical questions.

David - keep it in place, rebuild and then make it ready to use.

PCC who are you proposing does the work? For £6,000 cost.

Concentration on TW? PCC happy if it is TW. Never want nightmare again.

MT - Murray's quote is to build a new manhole out in the garden, it's still in your garden, but outside of the conservatory.

DK - Do we want to go back to Murray and say yes but TW need to take some responsibility for this.

JB - A local counsellor should get involved in this with TW

PCC - they have to do something within 10 days if they

JB- I can ask them as council, which is clearly a breach of building regulations and needs to be rectified.

Sarah and to get a revised amount for taking it into the street, whether it's the same or if it's extra. (garden vs. street) . Don't want it in garden, don't want them having to break into garden.

PCC if the work is going to be done, access is 24/7, it is in the street- it is the main departure for the whole square, lets get a man who can on the street.

DK will feed this back to Murray tomorrow. There will be a portion to pay to meet their portion. JB will also liaise with Murray tomorrow.

### **6. Summer party**

Despite current rain forecast on Sunday, all voted for Summer Party to take place on Sunday 13 September.

PCC will have a tent.

MT will circulate the invite to the whole square tomorrow

JM has £300 budget to buy wine and beer.

MT has email of tenants to encourage them to come, but if they bring guests- they have to bring additional food/drinks.

Mayor tentatively said he and his wife could come Sunday. JB will get back to the mayor.

### **7. St Andrews Square Planning Application**

Council do not want to make it a gated square. JB not sure if they want to make representation, car park in Markham road

John take out opening arm, Bartle road car park entrance to St Andrews square, there's a path with opening swing gate- they will have electrically operated gate so you can't get into St Andrews square. Do we have right to complain?

JB - their reasoning is because of anti-social behavior, but this might them lead to people coming into Wesley Square.

Don't want to antagonize, let them get on with it.

MT - Not heard a response to agents of St. Andrews Square and it goes quiet for 4 months.

### **8. Finance update**

JM- In March there was an attempted theft from our Metro Bank account of £42,000. They hacked and altered a valid transfer, JM reported the attempt to the Organised and Economic Crime Command Squad. In final response decision

was insufficient evidence to mount further investigation. Report closed from this point.

September is the end of our Financial year. JM will present a financial report at the November Committee Meeting and a draft budget for 2015/16.

### **Any Other Business**

a) Dogs. MT received email at weekend from Andy who is about to go through appropriate rental procedure. Tenants would like to have a dog in the square (propose to have one), received numerous e-mails - 4 committee members have said they are against dogs in the square, 2 non-committee members are also against dogs.

Clarification of terms: Point 6 of the lease - no live animals without consent of committee, can be withdrawn at the sole discretion of the committee.

Several people against dogs not here this evening to give their vote.

Point arose that some people have asked permission to have a dog and they appear to already have one.

Dogs should not bark during the day, but usually a reason they are and it probably keeps burglars away.

Any prospective buyer or renter, are not allowed to have pets. So anyone can see this is a community and there is an ethos. Not an individual house, so clearly, things must be made plain from the beginning otherwise prospective seller or renter is wasting time of person coming to view the property. Point is to state this from the outset so problems don't exist.

MT will go back to committee members not present and confirm that a majority was reached not to give permission to a prospective tenant to keep a dog.

b) MT noted following her signs and emails all dumped bikes will be removed tomorrow.

KM proposes view of wrecked bicycles. Requests a small bush growing in the gap visible from view from window to be contributed by the square.

JB would like gap filled. Ask Hilary to contribute suitable plant/bush?

MT notes two complete bikes, including one outside fence in number 34. JB proposes giving unclaimed bikes to charity organisation called Bike works.

They're so far gone, might not accept them.

Next meeting Monday 9th November.