

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD

Minutes of the Meeting of the Management Committee

Held on Monday, 16th January 2020 at 7.30pm

Present: Sarah Collinson (SC), Murray Johns (MJ), Hillary Arnold (HA), Judith Blakemore (JB), Kirsty Malcolm (KM)

Guests: Olivia Cox - Minute Taker, Marie Travers (MT), Anna Gardiner (AG), Russell Mulchansingh (RM)

		ACTION
1	Apologies – Ben Gladstone (BG), Denise Heywood (DH), Janice Gabriel (JG), Basia Kapp (BK), Jennifer Jeffrey (JJ)	
2	Minutes of the last meeting – Circulated and agreed upon	
3	AGM	MT, JB
4	AOB	MT

3. AGM

MT confirmed that the AGM will take place on Wednesday 12th February 2020, at Bay 20. Treasurers Report. MT asked JB to write the annual report again this year, which was agreed. The Committee noted their thanks to JB for this. AM to do the presentation of the financial budget from her capacity as Treasurer. MT also asked for volunteers to chair the AGM. MT to ask BG if he is happy to fill the role. MT to circulate information about the CCTV ahead of the AGM, with options of costing from 4-6 cameras along with the price differences. A third of the Committee members are required to resign and be re-elected. SC, KM and JB agreed to resign. Rachael has requested to join the committee. MT is keen to receive nominations for the Committee ahead of the AGM so as to keep the numbers within the usual 15. JB to ask Sarah Robertson if she wishes to be nominated, as she has displayed an interest in attending meetings previously.

4. AOB

- (i) **CCTV** – RM has asked for specifics about how the cameras will look. There will need to be a decision made about the signage to make sure it is in-keeping with the Square. HA suggested the Square looks into making own signs, so long as they conform to the legal requirements. Information to be put on the WS website from RM via MT so that all Co-owners have the opportunity to see the plans. RM reported that co-owners have been speaking about fobbed gates (mag lock). JB noted that this would require planning permission from RBK & C. Agreed that this is an issue that needs to be raised at the AGM. JB reported that St Andrew's Square spent a lot of money on requesting planning permission and was rejected by the Council as it's against their policy. JB to include section from the council's policy outlining this in her report.
- (ii) **Bike racks**
MT reported that there was a greater uptake last year after the price was lowered. There is a bike that does not have permission to be in the rack. MT has contacted the owner (Kym). Kym has also been parking her car in the wrong place, which is not regarded as a park space. MT to contact her again.
- (iii) **Paving stone damage**
Work has been taking place on the alleyway leading from Lancaster Gate. KM reported that many paving stones have been cracked because of lorries moving skips. MT has written to them with a before and after picture. MT to follow this up. The alley is still full of rubbish and pipes. AG to take photos in the morning to send to MT.
- (iv) **Church parking**
AG reported that on Sundays there are sometimes three cars deep on parking. This prevents emergency service access to the old peoples' home, and also inhibits access to the disabled ramp to the pavement. JB to ask the Council to enforce parking restrictions on Sunday. MT to contact the church to highlight parking restrictions.
- (v) **Gardens budget**
HA reported that all fences and gates internal and external need to be looked at and potentially repaired. The people who used to do it no longer work with the Square. This is quite a high expenditure. The trees also need to be addressed this summer, since this was last done 4 years ago.
- (vi) **Gardens**
HA reported that Reg has started getting confused and has been coming to the Square on the wrong days. KM to pass on Keith's number (Reg's friend) to get Reg assessed for dementia. HA is trying to get a joint rubbish collection for WS and St Andrew's Square. There is no Committee at St Andrew's Square but there is a managing agent. Another solution is for everyone to do their own rubbish. At the moment the Square spends £6,720 on Reg per year. HA suggested spending a little more to also

employ someone younger, with Reg staying on to teach them. MT to ask the cleaning companies that JMW Barnard uses for a quote. There have been three inspections from the Council regarding rubbish collection over the last year.

(vii) Gardens

Finance – HA reported that the gardeners (Steven Mitchell and Tom) cost the Square £20 per hour. HA spend £2.5k on plants last year.

(viii) Gardens

Lighting – HA reported that the light has not gone up in the gardens. MT circulated the quote for potentially changing the side lights on the walkways to LED. These would be nicer and wouldn't shine in as much, and also wouldn't need bulbs changing. The fittings would be required to all be changed. MT reported that this will save money in the long run. MJ to meet with the electricians.

(ix) Finance

HA suggested that between now and the AGM there should be a special meeting to discuss the budget. This was agreed by the committee – MT to contact AC in the morning.

(x) Soil contamination

JB reported that the Cecil & Liza are keen to find an hour to come to discuss soil contamination with the Square. This will be raised at the AGM.

(xi) Open Garden Square

HA reminded the Committee that this wasn't done last year and suggested the Square enter this year. Decided that this should be next year, not this one. At the AGM next year the concept will be properly explained to everyone, so that it is understood and the money is being spent.