

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD

Minutes of the meeting of the Management Committee Held on Monday, 12th January 2025 at 7.15pm at Bay 20.

Present: Murray John (MJ), Bob Larkins (RL), George Tormod Little (GTL), Philippa Collie-Cousins (PCC), Hilary Arnold (HA), Basia Kapp (BK), Jen Jeffrey (JJ), Dominique Van Roey (DVR), Billie Dainton (BD).

Guests: Marie Travers (MT), Russell Mulchansingh (RM), Olivia Cox - Minute Taker (by recording)

		ACTION
1	Apologies: Rick Fisher (RF), Denise Heywood (DH) Cerys Matthews (CM)	
2	Minutes of the last meeting - These were circulated by MT and agreed upon.	
3	Agenda for the AGM and potential date	MT
4	Sub Letting Committee	MT
5	Investigation into further drainage in the Square	MT
6	AOB	MT

3. Agenda for the AGM and potential date -

HA explained to the committee that on the minutes, the final budget was due to be presented at the January meeting, but HA has been unwell and BG hasn't had a chance to touch base with MT. HA explained that nothing has changed since the budget was presented at the last committee meeting, but that this isn't the final copy. HA summarised: 3.25% increase in service charge every year, with nearly 50,000 in hand at the end of the year, and 284,000 in the bank. This will be sent out to all co-owners before the AGM with accounts, and there will be an 11-year projection presented at AGM. PCC suggested checking the documents to ensure they are understandable to people who are not used to financial literature. MT reported year end draft accounts

are being finalised and should be back in the next couple of weeks, well in time for AGM.

AGM pack to be sent out to all co-owners by MT this week (to include: minutes of the last meeting, nomination papers, agenda). Final accounts will also be sent prior to AGM. The date for the AGM was discussed and agreed to be Tuesday 25th February 2025.

MT told the committee that she has circulated a potential draft agenda, based on previous years.

MT to flag AGM date to Ray with an invitation to attend.

4. Sub-letting committee

MT asked if anyone else wanted to join the sub-letting committee. The committee is currently: DH, PCC, HA (as a member of the finance team).

DVR feels that there shouldn't be someone with the power to grant or reject sub-letting requests. PCC suggested updating the WS document so it's easy for people to know what they need to do in sub-letting requests, as the law has changed around the right to rent. There has been the right to rent-out for 25 years. PCC explained that the WS document sets out things like making sure a fee is paid. MT explained that it used to be the whole committee involved in this process, but there was concern around data protection, which is why a sub-committee was formed. DVR is happy to be on the sub-letting committee. PCC explained that there is an obligation on Maunsel to approve sub-letting requests within three days, and that having more people to call on would be helpful to MT to ensure an efficient process. MT told the committee that CM has also expressed an interest in being on the sub-letting committee. This would be a sufficient total number of people for the sub-letting committee going forward.

MT explained that the Government has brought-in that home owners have a right to Air b'n'b their property for up to 90 days per year. PCC noted that in the WS lease, there is no minimum number of days required for a rental.

5. Investigation into further drainage in the Square

MJ presented to the committee copies of "householders guide to flood protection". MJ explained there are three types of drainage: soil drainage, rain water, garden. MJ explained that gardens are a sustainable drainage system. MJ presented a drain plan for WS, showing that ultimately everything goes into the same 6-inch drain under number no. 34. MJ explained that it is incredibly important that this doesn't get blocked. MJ noted that the drain effectiveness and flood risk in the square needs to be measured - it has already been established that some of the rain water pipes and gutters are not adequate for heavy rainfalls. MJ suggested that this needs calculation across the square properly based on local averages. PCC raised that the RBKC portal displays WS as properties that are at high risk of flooding. PCC is concerned that insurance companies could use this to cancel insurance policies, so the question is whether to try to get this downgraded. MJ continued that any shared drains are the

responsibility of Thames Water, and suggested this be made clear. MJ reported that some places have sumps in the street installed by the water company. These collect water when there is heavy or excessive rainfall. This is then pumped back into the sewers by the water company. HA believes there is one of these outside the church. MJ suggested a comprehensive study be commissioned to check: local flood risk map and the history of puddling around the square; Thames Waters' role; roof drainage. MJ believes the information on RBKC is based broadly on the water table. PCC suggested writing to RBKC to find out what the reasoning behind highlighting WS properties as at high risk of ground flooding is. MT told the committee that WS previously had a flood risk study undertaken. HA suggested making sure the square is properly insured. MJ told the committee that there are companies who will undertake a flood risk analysis that takes into account things like absorbency rate of the ground. MJ reported that a lot of the WS site is rubble. HA noted the lawn in the middle of the square, which is absorbent. Suggestion for MT to gather quotes in time for AGM. PCC suggested a better use of money would be preparing for a potential flood. MT to locate previous desktop flood survey. Suggestion to put sand underneath paved gardens. MT to approach the company who did the roof survey and one other surveyor to get an idea of costs for a full flood risk survey. MT to circulate the previous desktop flood survey.

AOB

(i) Open Gardens - MT reported WS has registered for open gardens. There is still the option to pull out, so this will be brought to AGM for a decision. It was noted that there will be a requirement for volunteers.

(ii) Ray on agenda - It was raised where in the agenda Ray's part could be, as he needs to get home afterwards. Decision to put Ray early, after the annual report.

(iii) Annual report - MT flagged that someone needs to write a summary of the past year for the annual report. PCC suggested people volunteer to do different bits. MT to create a list of what bits are needed.

(iv) Electricity sub-stations - RL raised the electricity sub-stations, and the cracks / movement to the render which is in excess of 1cm. RL reported that the responsibility for these rests with London Power. MT has spoken to London Power five times going over the same thing since November. Their response so far has been that any maintenance is put over to a company called Freedom, but that the WS case has gone to the property team. London Power's argument is that the sub-station has been re-rendered by other parties. RL added that he has engaged with London Power via email. MJ suggested getting the fire brigade involved. MT noted the Buddleia growing out of the roof. PCC suggested asking Joe Powell for help as he is a MP. MT to ensure that next time the roofers are in the area, they check the gable ends. PCC suggested writing to London Power and copying in Joe Powell and local police stating the belief is that the electricity sub-station is not safe. MT to action this.