

MAUNSEL (FOURTH CO OWNERSHIP) HOUSING SOCIETY LTD

Minutes of the committee meeting on Monday 26th January 2025 at 7.15pm @ Bay 20

Present: Hilary Arnold (HA), Robert Larkins (RL), Murray John (MJ), Dominique Van Roey (DVR), Basia Kapp (BK).

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

		ACTION
1	Apologies: Rick Fisher, Cerys Matthews, Jen Jeffrey, Philippa Collie Cousins, Denise Heywood, George Tormod Little, Bella Murray	
2	Minutes of the last meeting - Agreed upon. MT to circulate	MT
3	AGM agenda	MT
4	Boundary wall and potential decision on surveyor	MT
5	AOB (i) Salt storage (ii) De-fib location (iv) Vegetable patch (v) Memorial to Judith	MT, HA

3. AGM agenda

MT told the committee that this has been circulated. Date to be decided - MT suggested Mon 2nd March or Tues 3rd March, or following week. Idea it to avoid half term. Monday 9th agreed. MT to circulate agenda and voting forms to all co-owners. HA suggested adding the de-fib to the AGM agenda.

4. Boundary wall and potential decision on surveyor

RL told the committee that the contractor he suggested (Collier Stevens) seems to be quite on the ball re the suitability of walls.

Scope of work and budget: demolition and clearance of defective areas of boundary wall, construction of replacement boundary wall, repairs to retained sections of boundary walls.

Each surveyors' fee proposal was recapped:-

Collier Stevens: Assumed budget in the range of £45,000 to £55,000 excluding VAT. Preparation of specification - £1400 Obtaining tenders (assuming no more than 6 contractors are invited to tender) - £450. Project management - 8% plus VAT of the tender fees. Subject to minimum fee of £2500 Other costs: JCT contract document - £120 Additional costs - costs associated with contractual claims & disputes, resident meetings in person or online. All plus VAT

NJC Services: party wall costs - £200, hourly rate - £100 If party wall required - estimated fee £1500, CDM regulation matters - £750, hourly rate - £175. Overall fee if below £15000: 15%. Overall fee if below £1000: 12.5%. All plus VAT.

Calcula: Would charge to draw up specification Fee is usual 10%, with minimum fee of £2500 + VAT.

RL raised continuing to go after RBKC for their liability.

MJ reported doing a job on a wall on another job where RBKC paid for the repairs to the wall. RL believes that the way the wall was specified was negligent. MT raised the works approximately 15-16 years ago that were instructed by Maunsel. RL noted the brickwork was specified without peers and this is where RBKC might be negligent. MJ suggested asking Collier Stevens whether they would support a claim, and what their hourly rate would be. RL suggested getting PCC to share her thoughts on the potential for liability. MT noted that PCC has previously raised, the issue potentially is legal costs. MT believes this would outweigh the surveyors bill if Maunsel loses.

HA clarified that the agenda item is choosing the surveyor, not the potential claim. MT to go back to Collier Stevens and clarify hourly rate with a view to instructing.

(i) Salt storage

HA told the committee that Reg used to look after the paths but this is no longer done. RL told the committee that there is salt in the shed. Suggestion to ask the gardeners to put it out, but they are only at WS once a week. MT suggested getting a contractor. HA suggested having the salt in the shed area but in an accessible container. HA to speak to Ray.

(ii) De-fib location

Before MT instructs an electrician to put in a sealed plug point and a handyman aboard for the de-fib to be fitted to, the committee needs to confirm a location. It was previously suggested that the best location might be on the fence of the Lancaster Road pull-in, just outside the gates of the square. There is concern that it may be stolen as this is an exposed area.

MT flagged being mindful that the previous de-fib was one designed to be in a cupboard. With the external one, it comes with adequate weather-proofing, in a box. George previously did a walk-around of WS to identify viable spots, due to power supply. MT confirmed that the external box usually has a combination code.

Suggestion to place the de-fib to the left of the noticeboard, as this would not be seen from the street. MT to speak to George to see why this wasn't one of his suggestions.

Original price (internal) was £1 per day. The external one is 20p more per day (plus vat). It is the responsibility of WS to source a board capable of holding up the de-fib. MT to instruct handyman. The de-fib company requires the electrician to be on-site to turn it on. At that point, there will be training.

The de-fib company have come back to MT with potential dates for training. HA suggested bringing this to the AGM, but there is concern that this would be delaying the process.

Decision to inform rather than discuss at the AGM.

HA is concerned that many people don't know about the de-fib, but MT reported emailing everyone previously about training. There will also be a link with information that will be circulated, for people who are unable to attend the training.

(iv) Vegetable patch - HA raised this. Originally, the WS vegetable patch was in a sunny spot, but it is no longer in a sunny spot due to trees. HA believes that the best place to move the vegetable patch to would involve getting rid of the middle herb bed. HA wishes to bring this to the committee as this would change the aesthetics of the square. This would not need to be a raised bed. George has volunteered to look after the vegetable patch. Sarah is happy to help him.

(v) Memorial to Judith - HA suggested getting rid of the roses and planting a small memorial tree in memory of Judith. HA also suggested holding a small ceremony to lay the plaque. HA suggested a budget of around £300-400 to buy a small tree.