



AGM Minutes (Draft)

Date: 12 October 2022

Time: 18.30 – 20.30

Place: Community Hall

Item	
1	<p>Introduction</p> <p>Jon Crawley (Chair) welcomed members to the meeting and allowed Board members to introduce themselves.</p>
2	<p>Apologies</p> <p>Members Present: Steven Smeeth, Janice Brunsdon, Lorraine Dehara, Mrs Hill, Mrs Mignot, Jon Crawley, Malcolm Grant, Connie Dias, Susan Oakford, Zita Cistoriene, Iris Dealy, June Salih, Edward Johnson, Eric Ramadi, Donna Coventry, Angela Austin, Irwin Austin, John Hepden, Sandra Durrant, Kevin Durrant, Ms Bell, Levi Hawe</p> <p>Guests Present: Cllr Kam Adams, Tim Upton (Hackney Council), Ray Williams (Auditor - Appleby & Wood Ltd)</p> <p>Staff Present: Isaac Essuman (TMO Manager), Dave Channing (Cleaning & Grounds Maintenance Manager)</p> <p>Apologies: Chenée Psaros (member), Jean Penn (member)</p>
3	<p>Minutes of the last AGM</p> <p>The 2021 minutes were accepted as a true record of events by members (17).</p>
4	<p>Matters Arising</p> <p>NA.</p>
5	<p>Chair's Report:</p> <p>Jon delivered a summary of the report which was also provided on pages 4-5 of the Annual Report. He included a call to all members to actively promote the TMO outside the meeting, and for interested individuals to consider joining its Board.</p>
6	<p>TMO Manager's Statement</p> <p>Isaac Essuman introduced himself to the members and summarised the Manager's Statement which is available on pages 5-6 of the Annual Report. In particular, he reiterated the different responsibilities of the TMO and Hackney Council.</p>
7	<p>Accounts</p> <p>Ray Williams, auditor from Appleby and Wood summarised the accounts given on pages 7-10 of the Annual Report. He confirmed that the records are in order and that financial statements and receipts of all required documents are in place. However, he highlighted that copies of identification of Board members should be kept on record.</p>

	<p>In response to a query, Ray explained that Legal & Professional fees increased compared to 2021 due to a one-off charge that was needed to resolve one specific issue.</p> <p>The members approved the accounts by a show of hands (17).</p>
8	<p>Appointment of Auditors</p> <p>A vote was held as part of elections under point 9 below.</p>
9	<p>Elections</p> <ol style="list-style-type: none"> 1. Continuation of the Board: agreed (19 votes). 2. Board members: <ul style="list-style-type: none"> ● Kevin Durrant (15 votes) ● Jean Penn (15 votes) ● Donna Coventry (17 votes) ● Jon Crawley (17 votes) ● Angela Austin (17 votes) ● Stephen Smeeth (17 votes) 3. Continuation of Appleby & Wood as auditors: agreed (19 votes)
10	<p>Any other urgent business</p> <p>Questions were raised on the frequency and thoroughness of cleaning on the estate. Dave Channing (Cleaning and Grounds) and Isaac acknowledged that there are cleaning issues and promised that there are efforts underway to improve the cleaning. One example is a cleaning rota, now displayed in each block which requires a cleaner's signature after completing work. Members were reminded to continue to call, visit or email the TMO office with concerns about cleaning.</p> <p>Dave committed to informing residents of future walkabouts so that interested people can join. Those walkabouts form the basis of future work wish lists.</p> <p>Questions were raised relating to which services the TMO can provide and which are the responsibility of Hackney Council. Isaac explained that the full breakdown of responsibilities will be made available on the TMO website.</p> <p>Members highlighted increasing rubbish problems in the Regan Way car park / Denmark Estate. TMO staff will look into the issue.</p> <p>TMO staff commented that uncollected bulk waste remains the problem of Hackney Council.</p> <p>In light of CCTV requests following criminal incidents, residents were advised to first contact the police and/or Councillor Kam Adams.</p>
11	<p>Date of next meeting:</p> <p>Board meeting: 17 November</p> <p>2023 AGM: 13 September 2023</p>
	<p>Signed: _____ (Chair)</p> <p>Date: _____</p>