

OAK RH19 Executive Committee Meeting (Via Zoom)

22/4/2020

Draft Minutes

Attendees:

Mick Shiel – Acting Chair

Roland Pickering

Glen Owen - Treasurer

Agenda

1. Reserve funds, how and when should they be used
2. Redecoration of all communal interior
3. Drains/sewage
4. Lifts faults & maintenance
5. Damp issues
6. Security & abuse of communal areas (bin stores and bike store)
7. Finance of OAK/Membership

Apologies

Tony Browne & Chris Drake.

Chris contributed his views by means of email, however without Chris being present we did not discuss item 4. We have however recorded his comments regarding the ongoing problems with the lifts.

Minutes

1. Reserves.

The Committee should be able to influence what goes into the reserves and understand the rational of First Port who have been asked to get the approval of the Committee as when to use the funds.

Whilst it makes sense to start to accumulate some spare monies in a reserve fund, it was felt the fund should never become huge and should probably only be used to soften the blow of expensive costs when they become inevitable.

The reserves are there to spread the cost over the life expectancy of major replacements, like lifts and essential infrastructure, not to be used balance inadequate budgeting of schedules by FP without first referring to OAK.

The example of this is;- 2017 £8000.00 taken from Schedule 3 reserve funds, most of which was used to offset cost of those dreaded water pumps, this was never drawn to the attention of any leaseholders, and predates formation of OAK.

Action

Mick Shiel to write to FP. With a view to having that monies returned to the reserve fund.

2. Redecoration of all communal interior

It was discussed as to whether to use the Reserves to fund the redecoration programme. Assuming the costs would be approx. £350'ish per apartment, that adds up to a lot of money to suddenly have to pay out. Over a period of years, even when kept as clean as possible, decoration does tend to deteriorate. The suggestion therefore is a redecoration programme should be undertaken at a minimum of once every **10** years, more frequently if required. The view of the committee is that FP should use the reserve funds to offset this cost, they should also seek to have the freeholder to make a substantial contribution.

3. Drains/sewage

Drain covers have been grassed over in places. First Port have their maintenance team resolve, as roots have started to grow into the drains.

Issues with blocked pipes and odours from sewage are also being investigated by First Port, and requires more investigations once they have managed to obtain the detailed plans from Taylor Wimpey (TW). Then, in conjunction with First Port, we may have to build a case against TW for them to fund a comprehensive replacement or fixing if required. New pump – our understanding is that the old pump is still in situ. First Port to progress, as £8,000 still charged to residents

4. Lifts faults & maintenance

Whilst it was thought that lift problems were settling down / stabilising, the overall view hasn't really changed inasmuch as if inferior / second-hand lifts have been used in the first place then, yet again, we need to try and build a case against TW to get them to fund total reparations going forwards.

5. Damp issues

Water collects against the brickwork under the windows of the flats facing Garland Road – especially in the recent storms, but also each time it rains heavily. Dawn Harrell of First Port is aware, and has engineers looking at this for the block. They have been asked to contact flat owners affected to view the inside damp, but also to review the level of soil that is piled up against the brick work and under the windows, and review how the original build was designed to cope with drainage. Damp courses could be affected. This a problem for the ground floor flats facing Garland Road, not the development as a whole. OAK will support those few owners that are affected. Glen (No 14) is in dialogue with FP over this issue. Awaiting response.

6. Security & abuse of communal areas (bin stores and bike store)

The Bin stores are still being abused by selected residents, leaving unsuitable rubbish, furniture and old electrical goods dumped by the bins. The refuse collectors will not take these away as part of their normal refuse collection trips. First Port have to get additional

removal services to clean it up. The cost is passed onto all residents, and means increased service charge costs to all

Rubbish and other items have also been left in the bike stores, also adding further increased costs to residents to resolve. It has been suggested that CCTV be installed in these communal areas. A cost analysis should be done by First Port on the cost of running a CCTV programme versus the additional cost to clear rubbish/repair vandalism etc., to see if this would be a cost effective way to solve the problem. It will hopefully also act as a deterrent to other suspected criminal activities/anti-social behaviour.

7. Finance of OAK/Membership

The recommendation is to request Residents pay an OAK membership fee at a set time each year. The suggested sum is £24 per year.

We should look at ways to help grow the membership to all residents.

Roland will update the web site, and load minutes from the latest meeting.

Mick to chase Chris Brooks to hand over Treasurer Duties to Glen Owen.

It was acknowledged the great work Mick has done to shape the Residents group, and his continued efforts are much appreciated.