

## OAHRH19 and First Port Meeting

Date:- 10/3/2021

### Attendees:

Dawn Harrell (DH)– First Port (FP)  
Darren Toby (DT)– FP  
Mick Shiel (MS)– OAKRH19  
Roland Pickering (RP)– OAKRH19  
Chris Drake (CH)- OAKRH19  
Glen Owen( GO)- OAKRH19

### Agenda      Detail   Action By      proposed date

#### 1.0 Apportionment of costs

1.01    A spreadsheet summarising how charges are apportioned to each apartment, prepared by Chris Drake was shared and discussed.

1.02    It is not clear why certain costs are not apportioned to each property, or what the logic is for the apportionment.

1.03    Dawn explained that First Port (FP) have requested Taylor Wimpy (TW) Legal to review and confirm how the original split was calculated and agreed for recharging to each property      DH      4/9/2021

1.04    There are 87 properties ( 51 Kiln House & 26 Pottery House). It is not clear how costs to Kiln house seem to include all parking which is owned by Pottery House. Reason to be investigated through TW      DH      4/9/2021

#### 2.0 Solar Panels

2.01    There is no visibility as to who benefits from the power that the Solar panels produce, yet most properties pay towards the upkeep and repair.

2.02    FP are pursuing TW to clarify how the cost allocation for solar panel maintenance was worked out, and to understand where the generated power feeds into.      DH      4/9/2021

2.03    Linking power to get a rebate from the National Grid needs to be investigated to ensure each relevant property benefits      DH      4/9/2021

2.04    Any cost to maintain the Solar Panels should be held back until the benefit of the panels is understood.      FP

#### 3.0 Roof & External drainage Inspections

3.01 It was agreed that inspections of the roof, and all external drainage would be part of the Planned preventative Maintenance (General Maintenance) programme and budget. FP have a quote for £500 + vat for an annual check. In principle, agreed by OAK, as long as economies were made wherever to help finance this, and make sure the best value. DH 4/9/2021

3.02 DT explained that FP are paid a fixed management charge, and make no further money from other 'contrated out' work, unless as part of an exceptional (Special) project. note

#### 4.0 Damp and water ingress

4.01 FP are in discussions with TW regarding damp to the ground floor flats on the Garland road side. A NHBC claim has been raised. Digging out of the soil, removing shrubbery that is too close to the building, and a retaining wall is being considrered for the solution. note

4.02 Taylor Wimpy to provide more information on damp course, tanking, and gravel soakaways. DH 4/9/2021

#### 5.0 AOB

5.01 Water meters are being discussed for each individual poroperty to enable a true reflection of usage, and therfore how much everyone pays. Once all costs are transparant on how this currently works, and how much it would cost to enable individual metering, a collective decion will be made as to how this is progressed ALL 4/9/2021

5.02 RP requested an expalination of the 'Adjusted water charge', which formed part of a second invoice from FP for water. Where and when were the meters read? DH 4/9/2021

5.03 OAK members expressed their sincere thanks to Dawn Harrell for the support and hard work that she has put in to support the Residents and OAKRH19 Committee. She is dedicated to pursuing the issues, and maintaining the Kiln House estate. Thank you. ALL

Next meeting A follow up meeting would be helpful after time to progress the action points. Sugested date:- 15 April 2021 at 2pm ALL 4/15/2021