

OAK RH19 AGM meeting

05/05/2022

Held at the Royal British Legion meeting room - Station Rd East Grinstead

Minutes

Committee

Mick Shiel (MS) – Secretary and Acting Chairman
Roland Pickering (RP) - Committee member & web site
Glen Owen (GO) - Treasurer
Chris Drake (CD) – Committee member

Agenda

1. Admin H&S. Then Apologies
2. Minutes of last meeting on 14/07/2019
3. Matters Arising
4. Chair/Secretary Report
5. Treasurers Report
6. Committee. New Chairperson to be nominated. New Secretary to be nominated.
7. Any Other Business
8. AGM 2023, May, date to be confirmed

Minutes

- 1) A warm welcome to the Owners attending from the Committee and apologies for non-attendees noted.
- 2) Minutes of the last meeting were reviewed, and no issues raised. Due to Covid 19, there has been a gap in meetings, and the ability of the Committee to meet up, however work has been continued to progress issues.
- 3) Matters arising:
 - **Water Meters.** Work progresses to have each flat individually metered so that each flat pays for their own water consumption, rather than the current allocated cost from First Port. A letter has been sent to all Owners from First Port to inform that South East Water can provide the necessary individual water meters for the 61 properties at a one off cost of £144.45 per flat. **This will provide each Resident with accurate billing of the water they consume, rather than the current estimated cost.** It will also avoid the multiple invoices that First Port currently send out. To get this in place, we will require **100%** consent from each leaseholder in order to proceed. **Please would each Owner give approval as requested by FirstPort via their link**
<https://www.surveymomkey.co.uk/r/DV39RFV>
 - **Solar Panels.** Investigations continue as to where the energy generated by the solar panels goes. The roof of the Kiln House complex is covered in panels, so the energy generated should be of value. If the Leaseholders are expected to pay for the upkeep and maintenance of the existing panels, then the benefit of the energy generated should be gained.

- **Roof Leaks.** Leaks from the roof to top floor flats. FirstPort are now cleaning out gutters twice per year and investigating individual issues.
 - **Soil levels and drainage issues – Garland Road side.** FirstPort have engaged a Building Surveyor, who have proposed a plan to provide a retaining wall to avoid soil building up and breaching the damp course. This issue has been looked at by Taylor Wimpy, and the NHBC, who declared the issue a maintenance issue rather than a design or build issue, and declined to support any claim. The plans to rectify are being looked at with First Port to understand options and cost.
- 4) **Chair/secretary report.**
- Mick has decided to stand down as Chair/Secretary having founded the Committee and put in place this valuable Forum He will remain a Committee member. We are looking for Owners to put themselves forward to take on these roles (**a new Secretary, and new Chairman**). It will not take up much time, and the other Committee members will support people into the role. **Please would people come forward to take on these roles, and make themselves known?**
- 5) **Treasures report.**
- The accounts show a balance of £105.62
 - We subscribe to the FPRA each year (The Federation of Private Residents Association) *A residents' association has **a more powerful voice and influence than one individual voice**. The residents' association can discuss issues of concern with FPRA and seek to get them dealt with.* The cost is £252 for a year. We therefore need all Owners to join OAK19 and pay the £24 annual subscription, which pays the FPRA membership, and a fund to deal with legal issues. We request that all Owners go to our Web site (<https://oakrh19.org/membership>) and pay the subscription for year ending November 2022.
- 6) **Committee.** New Chairperson to be found. New Secretary to be found. Current. Treasurer Glen Owen to remain in post. Roland Pickering & Chris Drake to remain in post
- 7) **Any other business.**
- **CCTV.** Owners debated the merits of this, and it was agreed to have First Port review and offer solutions with costs for consideration. This may add benefit to any security issues.
 - **Managing Agent issues.** One Resident owner had a list of First Port issues that in his opinion are not being resolved adequately. The Committee agreed to share this with First Port and support resolution.
 - **New Members.** The aim is to target new members. Currently there are 43 members out of a possible 61. If anyone knows Owners who are not part of OAK19, then please let the Committee know.
 - **Bin Stores and recycling.** Everyone has to pay via the service charge for inappropriate dumping of waste, and poor recycling within the Bin Stores. Owners need to communicate and encourage the proper use of these areas. Encourage Owners tenants or Letting Agents to use bins properly. One Owner at the meeting informed us that the Refuse Company representative had been asking residents 'how easy it is to recycle', and to encourage better practises to improve it.
- 8) **AGM 2023.** Date to be agreed for May 2023
- 9)

If you are not already a member but are an owner of a property in Kiln House then do consider joining us. It is a very simple process, details of which may be found on our membership page.

<https://oakrh19.org/membership>.

We do urge you to let your views be known. You will also hear about all the things we have been doing on your behalf.