

Minutes: Committee Meeting

8th October 2024, Teams Meeting

Attendees

- Rich Gibb
- Carmel Connolly
- Emmanuel Artiges
- Jane Buxton
- Ross Crawford
- Mike Begley
- Liam Langedijk
- Ana Arsene

Apologies

- Massimo Fabbreschi
- Jennifer Hill
- Ruth Evans
- Neil Raphael

Agenda

- Committee change
- GTC remedials
- Refurbishment Sub Committee
- Reserve Fund
- IT
- AOB

Committee change

Neil has stepped down as Committee Chairperson. The committee want to give a big thanks to Neil for all he's contributed to the committee since he's been a member and to the development since he moved in when it first was built! Neil's been behind the modernisation of the committee with a move to Microsoft Teams, moving AGM votes to a digital form, and spend many many hours forming development surveys and analysing the results.

GTC remedials

The committee have several concerns about the GTC remedial work required in the development including:

- Will the remedial work meet GTC requirements and will the contractor sign off the approach and work?
- Are we confident we're getting good value for money? More quotes need to be obtained. The committee understands that there are a limited number of contractors who can perform this work, some haven't responded, and others may not have capacity to complete the work. One option is to look outside the standard contractor pool.
- What impact is there on building insurance?

The committee are and will be working closely with Sharon and the GTC contacts to ensure that these concerns are addressed and the work completed to an adequate standard.

We have a 90 day grace period from the 24th Sept for the GTC remedial work.

Action for Carmel to speak to Sharon about the above items and outstanding related items from the September meeting.

Action for Carmel to speak with Sharon to arrange an onsite meeting with her and the GTC contacts to move this work forward. Prior to this, meeting with Sharon required for preparation.

The committee and Sharon also have an action to plan communications with owners and residents.

Refurbishment Sub Committee

The Committee agree that the development refurbishment needs to take a short term back seat until the GTC remedials are dealt with.

Action with Sharon to understand what other essential works are required.

Action with Committee and Sharon to communicate this with owners as the GTC remedials were unexpected and it requires our immediate attention.

Action with Sharon to understand how the current Reserve Fund funds are handled.

Reserve Fund

The committee agree that we need to keep momentum on defining the Reserve Fund policy but pause active work or fund collections.

Mike has researched the entry phone item. All spare and replacement parts are still available for the entry phones on the development and new devices are backward compatible. This supports the committee looking at a 'do nothing' scenario.

IT

Carmel now has Teams admin access and has an action to set up accounts for new committee members.

AOB

- Future items of discussion:
 - Need to have treasurer - future topic.
 - Set up auto reply
 - Future item look at website
- Action for Carmel to resume reoccurring monthly Teams calls
- Stairwell Deep Clean
 - Reminder for Sharon to action before and after photos
 - Action for Sharon to answer the following:
 - Who's contracted to do the deep clean?
 - It good value for money?
 - Are we under budget for general maintenance?
 - Is November the best time to do it?

- Newsletter: General feedback regarding upcoming Newsletter is formatted. Action for Ana to pick it up with Massimo.