



Board Meeting

27 April 2023, 6.30pm – 8.30pm

CCRMO Office, 1 Opal Street SE11 4HZ & Teams

Present

Sherona Gayle, SG

Michail Nazarenko, MN

Peter Street, PS

Craig Robinson, CR

Julien Kroll, JK

Virtually

In attendance

Idham Ramadi, IR

Minute taker

Idham Ramadi, IR

Invited

No	Item	Action
1.	Welcome & Apologies Apologies were received from Sally, Mike and Kinga	
2.	Minutes from 31 January 2023 Approved subject to clarification on comment and removal of tracker. The comment relates to taking on the responsibility to manage the lifts. To achieve this successfully depends on whether we are able to choose the company. Idham Ramadi to find out if this is possible. Post-meeting notes:	Idham Ramadi

<p>(From Nigel Edwards – LB Lambeth)</p> <p>“Unfortunately, the RMO would not be able to choose the contractors as the management and maintenance of the lifts is linked in with Councils wider asset management responsibility, which is aligned with required investment and renewal of this as a key component.</p> <p>What the RMO can do in terms of taking on the management is receiving the allowance for routine responsive repairs to lifts with a recharge of the actual costs levied by the Council at the end of the year.”</p> <p>Idham Ramadi to lobby ward Councillors for the lifts to be renewed.</p> <p>Minutes from 28 March 2023</p> <p>Approved</p>	<p>Proposing Friday 19 May. Idham Ramadi</p>
<p>3. Budget</p> <p>Suggestions made to improve it:</p> <ul style="list-style-type: none"> • Analysis on percentage increase on income • Against contractual price increases • Npower increases (communal electrical costs) • Reduce budget on uniforms • To look at alternative membership to NFTMO (post meeting note – NFTMO are the only nation wide “club” for TMOs. <p>Salaries</p> <p>Budget section of report on salaries to include options based on:</p> <ul style="list-style-type: none"> • Use average of percentage increase for other TMOs • National rate increase (April 22 to April 23) • Rate of inflation <p>Apprentice – to be removed from the budget as the role can not be used to fill vacancies.</p>	

<p>Agreed to defer to a special meeting on 10 May 2023.</p> <p>Events budget – As the Coronation event is to be held before the 10 May meeting, Board agreed a £2,000 budget. Subject to the 10 May 2023 meeting, the £2,000 may be deducted from the wider “events” budget rather than a standalone budget for the Coronation event only.</p>	<p>Completed</p>
<p>4. Lloyds Mandate – Board resolution</p> <p>Idham Ramadi explained this is needed as part of the process of setting up signatories on Lloyds. With the process having to start again as there is a set limit of 30 days for applications.</p> <p>The resolution to set up Sherona Gayle and Michail Nazarenko as signatories of the Lloyds Accounts was proposed by Sherona Gayle. It was seconded by Michail Nazarenko. All Board members presented voted in favour of the resolution.</p>	
<p>5. Action tracker</p> <p>Idham Ramadi provided an update on the items that were open on the tracker:</p> <ul style="list-style-type: none"> • Item 13 (Mandates for Lloyds accounts)– we need a Board resolution (on agenda) and restart the process as the application expire after 30 days • Item 25 (contact preference information for residents) – been caught up with the planning and delivery of events but we’re now looking at 19 May 2023 (we had Easter Camp, planning for King’s coronation event, and dance classes) • Item 38 (bins in community garden)– should say completed as new bins installed end of March • Item 49 – (how other TMOs tackle mould issues in properties) should also say completed as update given at last Board meeting 	

<ul style="list-style-type: none"> • Item 70 – (paperwork from contractors eg insurance and accreditation) now complete as they provided the paperwork by Friday 21 April. • Item 71 (Mandates for Lloyds Account) – same as item 13 sorry on agenda • Item 74 (correcting electrical supply costs for leaseholders at Portia Court) – aiming for June 2023 • Item 77 – (progress report on surplus spend) - on agenda 	
<p>6. Estate Directors report</p> <p>Performance Digest</p> <p>Idham Ramadi reported that Cottington Close RMO met their targets on the rent collection, service charge collection, gas servicing, and the time taken to turn around empty properties. Cottington Close RMO were ranked first on its rent collection.</p> <p>Finance report</p> <p>Post-meeting corrections</p> <p>The surplus by the end of February 2023 was £71,563. This is £31,237 above the projected budget surplus of £40,326. Idham Ramadi sent a corrected version on 3 May 2023, understood where the errors were and how they occurred and apologised.</p> <p>Idham Ramadi to ask Cynthia to provide the management accounts for the next meeting.</p> <p>Surplus spend update</p> <p>Electric charging point – Idham Ramadi to seek permission if can proceed from Lambeth.</p> <p>Idham Ramadi to seek two extra quotes.</p> <p>Location of bike hangars. Residents to be asked if they are interested. This will help determine where to install them in the absence of a waiting list for bicycle hangars.</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>

<p>6. Anti-social behaviour policy</p> <p>Deferred to next Board meeting.</p>	<p>Board</p>
<p>7. Any other business</p> <p>Repairs log and complaints log to be a standing item on agenda for future meetings.</p> <p>Consuelo raised a query with regards to annual leave entitlement. Idham Ramadi explained that because she worked more hours above her contract this has changed. This was explained to Consuelo with new leave entitlement given.</p> <p>Idham Ramadi to tie in Consuelo’s work with the wider Cottington Close Climate strategy.</p> <p>Email mailing list created by Charlene to include all matters relating to Cottington Close Estate (not just dance classes).</p> <p>Idham Ramadi to tie in Charlene’s work with the end to end experience of a resident on the Estate.</p> <p>Idham Ramadi to explore automated systems for sheds so letters are sent when approaching thresholds (Monday.com).</p> <p>Idham Ramadi to look at purchasing screens for virtual meetings.</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>Meeting closed 20:30</p> <p>Next meeting Tuesday 30 May 2023 at 6.30pm</p>	