



**Board Meeting**

31 Jan 23, 6.30pm – 8.30pm

CCRMO Office, 1 Opal Street SE11 4HZ & Teams

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**Present**

Sherona Gayle, SG

Sally Seymour, SS

Peter Street, PS

Mike Corney, MC

Virtually

Julien Kroll, JK

Kinga Zacharska, KZ

**In attendance**

Idham Ramadi, IR

**Minute takers**

Idham Ramadi, IR

Sally Seymour, SS

**Invited**

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No	Item	Action
1.	<b>Introduction and Apologies</b>  Apologies were received from Michail Nazarenko and Craig Robinson.	
2.	<b>Declarations &amp; Register of Interests</b>  None	
3.	<b>Minutes from 20 December 2022 meeting</b>  Approved.	

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**4. Action tracker**

**Item 25** – re: preferred method of contact by residents. 8% responded by survey. CCRMO to carry out a door knocking exercise for completion by end of February 2023.

Idham Ramadi

**Item 38** – re: garden bins for the community gardens. On order and on receipt will be installed.

Idham Ramadi

**Item 41** – re: cycle storage quote. Julien Kroll to recirculate.

Julien Kroll

**Item 42** – re: new parking bays. Quote circulated (£6K) above the £1.5K budget. Board agreed to seek additional quotes.

Idham Ramadi

**Item 44** – re: legal cost for disrepair case. The damages awarded came to £998.77 (paid towards the arrears). Legal cost not known at time of writing but another case was £600.

Idham to send surveyors report for this case to the board

Idham Ramadi

Board requests for all disrepair cases to come to the board for review. Idham Ramadi to prepare a procedure on how CCRMO deals with disrepair and Board's involvement.

**Item 45** – re: transferring surplus into reserves. Completed.

**Item 51** – re: feedback to Charlie on Board's discussion regarding community kitchen. Completed.

**Item 52** – re: summary from AGM and previous meeting to be placed in notice boards. Completed.

**Item 55** – re: charging residents for dumping large items policy. Modified so that data is shared with Lambeth Council and Lambeth Council issues the penalty notices. Completed

<p><b>Item 56 – (note same as 41)</b></p>	
<p><b>5. Estate Director’s report</b></p> <p>Performance Digest</p> <p>Idham Ramadi gave an update on the two indicators CCRMO are not meeting their targets on. For rents, Idham Ramadi explained that there is an eviction set for the highest arrears case on 6 February 2023. On service charges. Whilst CCRMO were successful in a legal action. The £11K was not applied on time for it to be reflected in January 2023’s performance figures. It is hoped that this will show in February 2023’s figures.</p> <p>Finance report</p> <p>It was budgeted that by December we would have a surplus of £47,918.55. The actual is £48,174.89. This gives a projected end of year surplus of £72,262.34.</p> <p>SS: Note: as mentioned below, we want to remove the projected surplus. But even if we wanted to leave it in, the £72k figure was calculated incorrectly. If we want to take our surplus after 9 months, and imply an expectation for after 12 months, then the figure would be £64,233.19</p> <p>An area that is finance demanding is repairs. This is owing to the preemptive work to repair properties to prevent it reaching the legal stage. Along with the new legislative requirement to make sure that properties have carbon monoxide detectors where they are missing.</p> <p>Future finance reports in include financial position from the same months in the previous year. Projected end of year surplus to be removed as it is misleading given expenses are not evenly distributed throughout the year.</p>	<p>Idham Ramadi</p>
<p><b>6. Internal Audit Plan</b></p> <p>Policies and minutes to be signed off by way of email to chair with response indicating approval.</p>	<p>Idham Ramadi</p>

<p><b>7. Lift Management options</b></p> <p>This item came by way of a shareholder concerned about the length of time it took to repair their lift. The report notes that this was because the parts needed to be ordered from the manufacturers and when this didn't resolve the problem. It was identified that the cause was another component that had failed. The paper proposed three options. Option 1 to take on the responsibility, but this would come at a loss to the organisation. Option 2 was to take on the responsibility but with a direct relationship with the contractor. It was unlikely to happen because of the way the lift contract was tendered out (can't opt Cottingham Close out of contract). Option 3 was everything remaining the same. Idham Ramadi to relay option 3 to the shareholder.</p> <p>Board asked for it to be relayed to the shareholder that there was no mechanism for CCRMO to take control.</p> <p>Board asked IR asked to press councillors on replacement lifts, and to confirm whether there is any possibility for CCRMO to take over responsibility for managing the lifts AND choose the lift maintenance company.</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p><b>8. Pricing cycle hoops</b></p> <p>For the hangars between Falstaff and Hamlet. Option 2 agreed - Price to go up to £52 (£1 a week from £30 a year).</p> <p>Residents to be notified.</p> <p>For the new hangars, option 4 agreed (£104 a year or £2 a week).</p> <p><u>IR and JK to identify places for the new hangars to go on next walkaround.</u></p> <p><u>IR to confirm whether we can install new sheds ourselves. Once installation process confirmed,</u></p>	<p>Idham Ramadi</p> <p>Idham Ramadi and Julien Kroll</p> <p>Idham Ramadi</p>

<p><u>board will vote to provide final sign off at next meeting.</u></p>	
<p><b>9. Shed policy</b></p> <p>Price to go up from £1 a week to £2 a week from 1 April 2023.</p> <p>Residents to be notified of this along with the one shed one address policy.</p>	<p>Idham Ramadi</p>
<p><b>10. Policies and procedures</b></p> <p>Procurement – deferred to next meeting.</p> <p>Health and Safety statement – SG to sign</p> <p>Finance sub committee – terms of reference approved.</p>	<p>Idham Ramadi</p>
<p><b>11. Any other business</b></p> <p>Time table for meetings with residents (quarterly).</p> <p>Separate meter for power supply to Portia Court (portacabin)</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p><b>Meeting closed 20:30</b></p> <p><b>Next meeting Tuesday 28 March 2023 at 6.30pm</b></p>	