



Board Meeting

28 February 2023 6.30pm – 8.30pm
CCRMO Office, 1 Opal Street SE11 4HZ & Teams

Present

Sherona Gayle, SG
Michail Nazarenko, MN
Craig Robinson, CR
Peter Street, PS
Mike Corney, MC Virtually

In attendance

Idham Ramadi, IR

Minute taker

Idham Ramadi, IR

Invited

No	Item	Action
1.	Introduction and Apologies Apologies were received from Kinga Zacharska, Julien Kroll and Sally Seymour.	
2.	Declarations & Register of Interests None	
3.	Minutes from 28 January 2023 meeting Sally Seymour to liaise with Idham Ramadi on the corrections to be made to the 28 January 2023 minutes. Idham Ramadi apologised for the late circulation of the last meeting. Idham Ramadi said that he will	Sally Seymour

<p>liaise more in future with the secretary so that it is clear who leads.</p> <p>Board instructed that draft minutes are circulated within 7 calendar days of the meeting.</p>	
<p>4. Action tracker</p> <p>Item 44 – re: legal cost for previous disrepair case. Given that the amounts given were estimated on a previous case. Item to be open until in receipt of actual costs.</p> <p>Post meeting note – Board to be aware that owing to the tardiness of Lambeth to provide this information this item may be open for some time.</p> <p>New item 66 (not on tracker) – Internal Audit Plan items to be added.</p> <p>Item 55 – re: dumping of large items by resident. Although closed (letter went to all residents), copy of letter to be placed in notice boards.</p> <p>Item 65 – re sub meter for Portia Cabin. Idham Ramadi explained this was to resolve the portcabin electrical supply query. And that the query is with Npower in hope they can provide guidance and direction.</p> <p>As an interim measure, it was suggested using the unit cost for Adam to calculate the electric cost for Portia.</p> <p>Post meeting note – the cost information for actuals are provided in August 2023. This item will be open for that duration.</p> <p>Item 59 -re: policies, procedures and minutes to be signed off by chair. Idham Ramadi to send through by Friday 1</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Completed</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>5. Estate Director's report</p> <p>Performance Digest</p>	

Idham Ramadi apologised for not including the performance digest in the packs. Idham Ramadi explained the two indicators CCRMO were falling short in. But targets for these indicators should be met in February for the following reasons:

Rents – A tenant had paid their arrears in full (£11K).

Service charges – CCRMO were able to win £11K from the Estate of a former leaseholder.

Cycle Hoops new price – Idham Ramadi explained all users notified of the new price and no further comments received.

Pram sheds

All users paying CCRMO (an important distinction) – no issues with price increase. Policy circulated.

We did an audit of the sheds. For the first time ever CCRMO has mapped the sheds and the users. From this process we were able to identify that some users continued to pay Lambeth through their rent.

These users will now pay CCRMO from 1 April 2023 and grateful to pay less than the £3.00 charged per week by Lambeth.

There are currently two sheds we are unable to identify. Notices have been left on doors of sheds. On the gates leading to the sheds. The next stage is to leave a notice in the notice boards asking them to come forward.

Two pram sheds

Those who are paying us for two sheds (again an important distinction), are happy to give up one and will do so by 31 March 2023.

We identified users with two sheds who are paying Lambeth directly. One is contesting (extended end date to 9 May – date of their appointment with citizens advice), one yet to respond.

Idham Ramadi to write to both users to say that the end date (31 March 2023) is non-negotiable

<p>A query was raised on whether we can rent out sheds with service pipes on the proviso that items are left at owner’s risk with the office retaining a master key in the event of needing access.</p> <p>Post meeting notes – Acceptable. Anything left will be at the owner’s risk of loss and damages (just in case the service pipes leaks). Board to decide pricing for these sheds. Suggested £1 a week for this reason?</p> <p>Issuing fines (for not keeping to the rules of where large items should be left)</p> <p>Letter sent to all residents with procedure updated to reflect that CCRMO will gather information and LB Lambeth will issue the fines.</p> <p>Time table for public meetings</p> <p>Proposed were two options Option 1 six monthly, Option 2 quarterly.</p> <p>An option 3 was proposed. First in March and every two months. Idham Ramadi to schedule.</p> <p>Post meeting notes – dates booked, events advertised, meeting invites sent to Board members.</p> <p>Holiday Activities and Food fund (HAF)</p> <p>Idham Ramadi informed that CCRMO were awarded £4065 to deliver an eight day easter camp between 4 April 2023 and 14 April 2023.</p>	<p>Board</p> <p>Completed</p>
<p>6. Parking Policy</p> <p>This is on the agenda following incidences of parking on cross hatches at night over the weekend.</p> <p>Night time warden email address to be shared to all residents.</p>	<p>Completed</p>

<p>Post meeting notes: ccrmoparking@gmail.com autoforwards emails to the night warden and CCRMO.</p> <p>Ticketing app to be on a workphone.</p>	<p>Idham Ramadi</p>
<p>7. Policies and procedures</p> <p>Disrepair procedure – approved</p> <p>Procurement – approved subject to these changes</p> <ul style="list-style-type: none"> • Page 3 - £200 to £3000 – remove term “consultant” • Page 7 – change date of review from Jan 23 to Feb 23 <p>Bereavement guide for staff – approved subject to this change:</p> <ul style="list-style-type: none"> • Removal of discretionary additional five days 	<p>Completed</p> <p>Completed</p> <p>Completed & circulated to staff 2/3/23</p>
<p>8. Car park lining quotes</p> <p>In principle, top two (in order) were:</p> <ul style="list-style-type: none"> • Archway - £1390 • Acculine £2795 <p>Selection dependent on the information provided on the produce used (thermoplastic paint), length of time needed.</p>	
<p>9. Bike hangar</p> <p>Quote from Asgard £5,256.97 approved.</p>	
<p>10.. Any other business</p> <p>Idham Ramadi to provide a progress report on the surplus spend agreed at AGM.</p> <p>Idham Ramadi to table paper on recruitment of an apprentice for the next meeting.</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>Meeting closed 20:30</p>	

Next meeting Tuesday 28 March 2023 at 6.30pm	
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