**Roupell Park Management Committee**

**Annual General Meeting**

**Held on 22 September 2015, 7pm, at Roupell Park Community Centre**

**Hyperion Hall**

**Present**

There were approximately 45 residents in attendance, this included Leaseholders.

**Board Members Present**

Mary Simpson, Chair; Oni Ogidu, Treasurer; Marcia Jones, Secretary; Alieu Corneh; Janet Grant; Janet Nicholson; Tom Parker; Molly Sinclair, Senior Citizen’s coordinator; Chris Weathers & Sandra Yamoah.

**Staff in Attendance**

Simon Oelman, Estate Director; Colin Carnegie, Maintenance Manager; Eva Christmas, Community Development Officer; Sylvia Faucher, Senior Housing Officer; Stefan Gustave, Senior Housing Officer & Joy Miles, Finance Manager.

The Chair welcomed everyone to the meeting, advised of health and safety and house-keeping. She introduced all staff in attendance

Apologies – There were no apologies noted or received.

**1. Minutes of the meeting held on 16 September 2014**

* 1. The Minutes were agreed as accurate record.

1.2. Matters arising: there were none.

**2. Annual Audited Accounts**

2.1 Chair advised that the feedback from our auditors was very positive and thanked the staff team particularly Joy Miles, Finance Manager, for her diligent work in overseeing and maintaining the financial processes of RP.

2.2 SW (Warnham). Good to see the positive outcomes. Question about high legal costs. SO said this was due to increased enforcement action on rent arrears. SW welcomed this reply

**Majority vote agreed to the report from our auditors.**

**3. Chair's report**

3.1 Update on the use of the community centre since it re-opened.

3.2 The Chair took a short time to address some of the issues we were having with the ongoing issues with the external works.

**4. Continuation of RPRMC**

4.1 Brief discussions on whether we should continue as a TMO, or return to being managed by Lambeth. It was unanimously agreed to continue with the RPRMC.

**Majority vote agreed and carried**

**5. Election of Board Members**

There were five nominations for election of Board Members:

* Chris Weathers
* Molly Sinclair
* Janet Nicholson
* Sandra Yamoah
* Tom Parker
* Alex Tsergas (form not received by SO at the time, but would be chased and Alex's form).

**All present agreed to accept Alex's nomination.**

**6. Appointment of Financial Auditors**

6.1 It was agreed to appoint Kreston Reeves as RPRMO’s Financial Auditors.

**7. Any Other Business**

7.1 Resolution SO introduced this item and explained the process.

Agreed to change the name to Roupell Park Resident Management Organisation Ltd

**Majority agreed to name change.**

**The General Meeting followed the AGM**

1. **Growing our community – presentation**
	1. Eva Christmas (Community Development Officer) spoke to this item. The presentation focused on the following:
* The achievements in the last year: the homework club, stay and play sessions and the ongoing success of the older peoples coffee mornings, the fun day, summer programme and the new football sessions
* Communications particularly the new website and use of twitter and the new newsletter format
* An emphasis on the community leading community development activities and broader partnership working
* Future plans: Extension of stay and play, increasing opportunities for involvement by young people, improving communications, developing a befriending scheme and developing new partnerships.

1.3 There was a short time for questions: one of the suggestions was a Facebook page and more use of social media. Eva would look into this.

1. **Estate Directors' Report**
	1. Thanked the Board and staff team for their support and persistence in the work to date with Lambeth.
	2. Capital works programme - continued dissatisfaction from residents escalating.
	3. Many of the essential works are not apparent but still need urgent attention. New teams had been appointed within Wates and Lambeth to carry out the works to its final phase. The staff team would be overseeing the works and signing off tasks as appropriate.
	4. Essential that ALL residents let the new team access to properties. In the event that this does not happen, this could cause major defects in years to come; this would then raise the question of who would pay for future works. There were some discussions on this point.
	5. First 20 homes had now been written to and would have their internal works starting the week of 28 September.
	6. External works: scaffolding was nearing completion on each block; re-decoration; re-surfacing all flooring; all windows in Hyperion and front windows Warnham would be replaced. This also included new doors.
	7. The deadlines had been pushed back further therefore these works would not commence realistically till the New Year.
	8. Letters to all leaseholders should have been sent by now: some present said they had not received their letters. SO to take this up with Home Ownership.
	9. SO further outlined the provisional process. Letters would be sent to all residents to advise of a future meeting to update on the progress.
	10. SO emphasised that the works would be dirty, noisy and dusty. Residents were reminded to protect flooring, close and lock windows during the process and to let personal home insurance companies know.
	11. Services we are providing: a brief look at this and the impact that this is having on our community, especially in light of the external works. Some of our services would be reduced during this time.
	12. Kitemark status: we are moving forward with this and it is hoped that Assessor would attend late 2015 or early 2016 to help take us to the next level.
	13. Business plan: an overview of how this is progressing.
	14. Continue to run our own programmes.
2. **Questions**
	1. Would there be a meeting for leaseholders? Yes and each resident will receive a letter advising of this and a date.
	2. How long would each block last? The plan is to do three blocks at a time to remove the concrete blocks etc.
	3. What is the maximum timeframe that the works could take? At least two years. Any changes to our service charges and rental collection? If we become self-financing this would not change and is a goal we are hoping to achieve.
	4. Unreliable lift in Hyperion House constantly breaks down. The lifts are owned by Lambeth council and SO will take this up with Lambeth and continues to be raised higher.
	5. Checking the length of the contracts of these lifts and how old they are.
	6. The age of the windows in Hyperion needs clarity as different tenants have differing information.
	7. Clarity of the replacement of windows in Hyperion and the impact on leaseholders. Need to check leases that the frames belong to Lambeth. Age, replacement issues, etc. need to be checked and clarified, as this was very complex.
	8. Warnham windows and doors would also be replaced at the same time. SO is trying to access a pot of money from Lambeth to ensure this done.
	9. Homeownership meeting with residents to be held in the future.
	10. Family day trip to Brighton at the end at August went well.
3. **Any Other Business**
	1. Cleaning on Hyperion House: noted that this has not been cleaned and standards had not been at their best
	2. Pigeons homing on balconies in Elstead House and making a mess.
	3. The community centre needed improvements. SO was happy for suggestions and was happy to receive these from residents.
	4. Plumbing: Back surge from the piping stacks affecting residents on the ground floor.
	5. Rubbish build up and how to report this.
	6. Concerns raised about the continuous mice infestation and residents not disposing of their rubbish correctly.
	7. The tarpaulin is creating rubbish falling into resident’s gardens, who is responsible for clearing this way.
	8. Ways at looking at our staffing/service delivery. Chair and SO addressed these issues.

*The meeting ended at 8.50pm*