



**GOULDEN
HOUSE**
CO - OPERATIVE

Estate Office
Entrance A
Bullen Street
Battersea
London SW11 3HF

T 020 7924 5213
F 020 7924 5441
E office@gouldenhouse.org
W www.gouldenhouse.org

Minutes

Annual General Meeting

**Monday 31 July 2017 – 7.00pm,
Community Room, Entrance B Goulden House**

The meeting started at 7.35pm after a quorum of 25 voting members was registered.

Attendance:

Krys Dylewska KD (Chair)
Richard Hickie RH (Treasurer)
Rex Wickham RW (Secretary)
Anna Kirilov AK
Bart Lai BL
Lois Davis LD
Javier Polanco-Abad JP
Chris Rowe CR
Tracey Baines TB
Audley Walker (Estate Manager) AW
Foday Kamara (Wandsworth Borough Council WBC) FK
Kamila Klidzia (Former manager – Visitor) KK

Other attendees listed on separate sheet. There were 25 members present. No apologies received.

KD introduced the committee to the meeting and also Audley as the new Co-op manager.

1. Minutes of last AGM (27th June 2016)

The minutes were reviewed but the second page was found to be missing from the copies that had been printed for the meeting. LD asked a question about the previous years elections and RH read out the section from last years minutes from a complete set that FK had brought along. RW also reported that the complete minutes were available on the GH website.

2. Matters arising

No matters arising.

3. Election of Management Committee Members

KD introduced elections for new management committee members. She asked the meeting to approve the nomination of Maureen Hill to better represent the mix of council tenant and leaseholders on the committee. This suggestion was warmly received by the meeting and Maureen Hill (flat 3) was duly elected to the committee.

This left 3 available committee posts. KD said there were 5 candidates who had submitted a proper nomination form so an election would be held. AW introduced each nominee who also briefly made themselves known to the meeting (Marcus represented by his wife). At this point LD objected that one person had not been able to stand. KD said they had been asked to submit their nomination on the correct form and had declined to do so.

The 5 candidates were: Sunny Azkarpour, Markus Vater, Gem Bryan, Rosario Green, Jane Memmler.

A vote was held by asking every member present to select their three preferred candidate using the slip of papers that had been provided. After item 5 of the agenda, the results had been counted and the 3 candidates with the most votes (in no particular order) were: **Marcus Vater, Rosario Green, Jane Memmler**. They were duly welcomed to the committee.

4. Approve Audited Accounts / Financial Update (copies were available from office in advance of the meeting)

RH presented the audited accounts to the meeting. Key points he reported was the the Co-op had made a small surplus. This would eventually be reflected in the service charge bills. The surplus had been reduced by the work done on the cyclical decs at the end of the financial year – primarily the flushing of the waste stacks.

RH noted the Co-op has a healthy bank balance (page 6) but this is not available to spend freely – any expenditure must be recharged.

RH said for the year 16-17 we have come in on budget. 17-18 so far in call budget headings except one we are in budget. The budget for this year is broadly same as 16-17 but has been made more realistic in the categories of expenditure.

RH invited questions from the floor. BL noted the error on the accounts whereby he has been listed as treasurer. RH replied this correction is pending return of the auditor from holiday and will be corrected before the accounts are submitted.

RH Proposed the approval of the audited account for 2016-17. Seconded TB. Unanimous approval.

5. Appoint Auditor 2017/18

RH reported that a retendering process had been carried out for the role of auditing the accounts. This had been carried out jointly by 9 co-ops including GH, of similar size. By presenting the work as a package, although each co-op would remain

independent, cost savings could be realized. RH reported the tendering process had not just looked at price as the sole criteria. 3 quotes had been received and Simpson Wreford had been selected as offering the best service. There would be a cost reduction on the current costs also (quote received is for £2,250). The company is also able to attend the next AGM (at cost of around £250)

RH proposed that Simpson Wreford be appointed auditors. Seconded by Stuart Thom. Unanimous approval.

6. Reduce Quorum for General Meetings

KD said the current rules requiring 25 members to be present were preventing the practical running of general meetings. She pointed out other co-ops like GH had reduced their quorums in recent years. The office has made a lot of effort to inform all residents and non-resident leaseholders of meetings, but the turn out was nearly always below 25, causing the meeting to be dissolved after 30 minutes. She said the Management committee had discussed lowering the quorum and the proposal from Bart Lai was to reduce it to 15.

KD asked the meeting on a show of hands three options. These are presented below at their first count:

No reduction: 2 members

Quorum of 15: 16 members

Quorum of 10: 6 members.

LD said there would need to be a majority of two thirds to make the change. KD asked the meeting to vote again on the proposal to reduce the quorum to 15 as this seemed most popular. The results were:

Quorum of 15 members: 22 members.

Accordingly the meeting voted by a majority of over two thirds to reduce the quorum for General Meetings to 15 members.

7. Staffing update

AW gave a staffing update. He reported that Sandra John-Lewis had become a permanent part-time member of staff (not employed via an agency). AW went on to report a new caretaker called Chris Farrant. Currently we have a contract for the weekend cleaning until September to help Chris settle in.

8. Fire Safety

KD asked AW to report. She said AW had worked in risk management role for many years at his previous employer.

AW reported that a number of fire safety checks had been carried out, including dry

riser checks. WBC had carried out a fire risk assessment last summer. This is valid for 4 years. They gave GH a rating of "Low Fire Risk". Areas of concern highlighted were blockages in communal areas and signage. AW said the office was checking now to see if any signage hadn't been completed and said the office has sent letters and put up signs regarding items left in communal areas.

AW said he has asked WBC to look at the risk assessment again in the light of the dreadful fire at Grenville Tower in case any updates should be made.

AW invited any questions. Mr Setna said the fire brigade (FB) had reported problems with the layout of GH in the past and they should be given clear information on the location of flats. KD responded in agreement and said the office has been compiling a list of residents who might need additional assistance such as the vulnerable, disabled, elderly and families with young children. This list would be provided to the FB along with layout maps as suggested.

AW mentioned that WBC are currently offering free smoke alarms with fitting to all residents of GH. A member said the FB would also provide them. New models have a battery life of 10 years but should only be fitted to ceilings as they may not work properly if on walls.

9. Store Shed Rental Policy

KD reported that the management committee had come up with a policy for how storehouses on the estate were let. The committee was aware that some sheds were let to non-residents and there had been concerns that they had keys to the estate as a result. In addition there was a waiting list of residents for storehouses.

She proposed the policy as agreed by the management committee.

Policy for 1st storeshed: 1st: Tenants and Leaseholders

2nd : Non-resident leaseholders

Policy for 2nd Storeshed: 1st: Tenants and Leaseholders

2nd : Non-resident leaseholders

Maximum of 2 sheds can be rented. Can't be passed on with a sale of a flat. Once the policy has been adopted, those outside the policy should be given notice to vacate. It was agreed a date should be set for when the policy comes into force, and then 2 weeks notice is given.

Proposed by RW. Seconded Maureen Hill. Unanimous approval.

10. AOB

Lighting and Balcony railing painting had been asked in advance of the meeting and KD reported on these questions.

Railings had been painted at the rate of around 40 per year, but this had stopped last year. They would start again next year, but this year the budget was very tight.

Lighting improvements was planned for later this year, but after making sure there was money in the budget for it.

Another question that had been notified in advance regarded gardening. Sarah Rubridge explained that a thicket in the communal vegetable garden was not being pruned and was now quite wild. KD explained this job had been carried out by Frank, the now-retired caretaker. KK said maintenance of this area of the estate had in the past also been tackled by people on a WBC community payback scheme. At the last time of checking GH was top of their list for some more help, and she would check again.

A question was asked from the floor regarding barbeques. The lady said she thought barbeques in private gardens should be allowed and asked why had the recent letter said they were not. KD said the reason was that the smoke and smell from the BBQ would go into flats above the garden, and on hot days residents really needed to be able to keep their windows open. KD said AW could find out what the policy set by WBC on their managed estates was. As Foday Kamara was at the meeting the request was put to him to find out.

11. Date of next meeting

The date of the next General Meeting is 26 September at 7pm in the GH community room.

The meeting closed at 8.45pm.