

# Goulden House Co-operative

## General Meeting

In Person Meeting with Zoom also available

on Monday 22 May 2023 at 7:00 pm

### MINUTES

ACTION POINTS from MEETING		
Pest control	Manager	Provide a report on pest control to next meeting
Pavement Shuttleworth Road	Manager	Check responsibility to maintain

#### 1. Welcome to our General Meeting

The chair Richard Hickie (RH) opened the meeting at 7.15pm and declared it was quorate. There were 12 persons in the room including Annie Gleeson Estate Manager (AH) and 6 online, plus Foday from Wandsworth Borough Council (WBC).

#### 2. Apologies & Declarations of Interest (Rocco, David, Chris, Lois, Sasha, Rosario )

The chair noted apologies from committee members would not make the meeting as above and asked if anyone needed to record a declaration of interest – none received.

#### 3. Minutes of the last GM ([DRAFT Minutes General Meeting Tuesday 28 March 2023](#)) corrections and approval (copies available from the Co-op office via email and on the GH website)

The minutes of the previous meeting were presented and any corrections requested. There were no corrections. Matters arising were discussed from the Action point table.

Action Point	Action By	Details
Budget Approved	Office	Send approved budget to WBC
Info about Fan Survey	Office	Letters not received by non-residents
Coronation Party	Residents	Anyone wishing to help please contact the office
Store Sheds Fire Safety	Office	Check store sheds entries are fire safe

RH noted that the budget was completed and sent to WBC. The approved copy is now on the GH website. The coronation party had taken place and despite poor weather was well attended and enjoyed by residents.

On the matter of Store Sheds, AG noted that a contractor had been booked to replace the non-compliant locks on 3 store shed entrances. Fan survey letters was deferred to the managers report.

4. Estate Manager's Report to General Meeting [Estate Manager's Report to General Meeting on Monday 22nd May 2023](#)

The manager report had been available prior to the meeting online and it was proposed to take it as read. The manager then raised a few points that were more recent than her report or required an update.

CCTV survey of fans – AG reported that 198 flats had been surveyed up to this point. The contractors are now pausing to take stock and plan the follow up appointments. She noted that herself and a member of the committee had been attending the monthly contractor meeting to receive and provide feedback. They had raised the query from the previous meeting about missing letters. They also asked the group to provide dates of future visits to the office so the office team could assist. A resident asked if there was no response at all from a resident, what would happen. AG said this would be put to the contractors. A resident asked what percentage of the flats that had been surveyed had required further action. AG said none – all 198 had passed. A resident asked if the fire-stop system had been fitted. AG said not at this stage, this was the survey and cleaning stage and anti-fire/smoke systems were Stage 2.

Intrusive survey – A resident asked for background. AG said that block had had a structural survey (paid for by WBC) and as a result of this, some areas were found that required a more detailed survey. This is the intrusive survey and will involve samples being taken from these areas. AG said once the survey had been received, it would be made available to residents via the GH website. In response to a query, AG said there were ongoing repairs to damaged concrete sections where they were presenting a danger to residents.

Gardening – She noted the gardening contractor had resigned for personal reasons and the co-op was re-tendering for the contract currently. However this would take some time and the new appointment is expected for July. They have contacted 7 contractors to get a good response within our budget of £10.5k/yr. AG said the current contractor's last day is 3 June.

Fire Safety. AG said she had recently take Fire Safety Training and it was reiterated that the policy for residents in the event of a fire remains "Stay Put". Residents are able to make their own decision based on the circumstances. She noted that attendees at the training from other housing developments were only recently starting their process of updating fire doors across their sites.

The chair asked for questions from the residents for the manager.

A resident asked if the Section 20 work on the lifts would be invoiced by WBC in October this year. RH said no, WBC only sent invoices out once all the work in a project was complete so it was more likely to be in 2024.

RH presented a finance update from the Treasurer.

1. Finance update from Treasurer

- Our end of year accounts from 22/23 are showing a modest surplus of just under £2k. Attention now turns to getting the accounts audited as per usual process. The auditors are expected to commence work on this in early June, and we intend to publish our audited accounts in time to have the AGM before the end of August.

- Approved 23/24 budget is now published on the Co-operative website. This contains some minor amends to the version discussed at the General Meeting on 28 March to reflect the slightly increased management allowances from WBC, as was flagged would be the case, though all items of expenditure remain the same.

There were no questions on this presentation.

A resident asked if the doors of storage units by the entrance gates were being painted soon. AG said they would be done as soon as possible however a survey of the fencing on the site had revealed some was in very poor condition and required urgent work costing in the region of £5k. She therefore planned to arrange the painting once the fencing work was complete. This would include painting of railings.

A resident asked for an update on pest control. AG said there had been a lot of work on this recently. Additional bait boxes had been placed around the site and contractors engaged to block damaged pipes that may be allowing access to pests. The pest control contractors were returning regularly to continue the work. AG noted she had seen evidence the work was starting to take effect.

A resident asked for an update on 4<sup>th</sup> floor walkway washing. AG said that there is no access to water on the 4<sup>th</sup> floor meaning cleaners had to spend a lot of time transporting water in the lifts. She had engaged a plumber to create a water access point on the 4<sup>th</sup> floor soon.

5. Any Other Business

1. Tom Dowding expressed thanks for being part of the Coronation event and offered to help at future events (eg summer, Christmas)

RH expressed thanks to Annie and Margaret and our cleaners for their help in making the coronation party a success. He said it has been a lovely event, the only downside being the weather. The co-op had received funds from a grant from WBC and donations by contractors. Therefore there would be no impact on service charges to residents.

A resident said the pavement outside the block on Shuttleworth road by some trees was looking unsafe. Discussion followed as to whether this was the co-op's responsibility or WBC. AG agreed to find out.

The chair thanked everyone for their attendance and said the next meeting would take place towards the end of summer when the accounts would be presented. There is a provisional date of 31 July but this may be moved if the accounts were not ready. However after the long delays of last year, a detailed timetable had been agreed with the external accountants and it was hoped this would remain on time.

6. Date of Next Meeting: *Monday 31 July 2023 (AGM)*

The meeting closed at 8.15pm