

WATERWAYS MANAGEMENT COMPANY

Minutes of the MANAGEMENT COMMITTEE MEETING NO 82

Held at 7.30 pm on Tuesday 17 September 2019 in the Waterways Community Room

Present: Adrian Olsen (Chair), Tao Tao Chou, Ann Hall, Adrian Mourby, Nicholas Orme, Paula Reynolds, Louise Robertson, Brian Shine, Hilary Sorensen, Raquel Stremme, Mary Tovey

In attendance: Rachel Dolacinski and Natalie Griffiths, FirstPort Property Services

Minute taker: Imogen Olsen

1 Apologies for absence

1.1 Liz Wheeler

2 Welcome to new property manager

2.1 Natalie Griffiths was welcomed to her first meeting with WMC and introductions were made all round.

3 Minutes

Approval of the minutes from meeting 81

3.1 The minutes of meeting 81 held on 16 July 2019 were approved.

4 Matters arising from the minutes

4.1 The lift at 108-126 Frenchay Road appeared to be working again after some problems with the repairs.

4.2 FirstPort were in communication with Evergreen regarding repairs to the gate and path between Frenchay Road terraced houses.

4.3 A director had been in touch with local children regarding the design of posters to warn against leaving dog mess on the canal towpath.

4.4 The solar-powered lights in the Complins Close bin store had been vandalised, twice. FirstPort had been advised by an electrician that a cage should be installed around the solar panel outside the bin store.

5 Matters arising from the Q&A session

5.1 It was agreed that this session had been a success, with a good turn-out of fourteen and a positive atmosphere. It was hoped that the new owner at 2-32 EJW might become a useful contact in a block hitherto lacking in interested residents.

6 Railway line developments

6.1 There was nothing to report, apart from various hints that freight traffic might be

increasing. Some people were reporting greater noise levels from freight trains.

7 Negotiation with Berkeley Homes concerning transfer of estate freehold to WMC

7.1 The director leading these negotiations updated the committee on progress. A solicitor had now been engaged and Berkeley Homes had been asked to prepare a draft transfer document. Nothing had been heard since and it was clear that this was not a priority for Berkeley Homes. The director would continue to prod them. Meanwhile she had discovered from reading the small print that, after the completion of the transfer, WMC would be able to enforce estate covenants.

7.2 A surveyor would be needed in order to establish exact boundaries with Network Rail behind Stone Meadow and with St Edward's School to the north of Cox's Ground.

8 Sub-Committee news round-up

8.1 Finance

8.1.1 The annual accounts were still with the auditor and everything was running smoothly, on course for completion by late October.

8.2 Apartment Blocks Sub-Committee

8.2.1 A director raised the question of charging points on the estate for electric vehicles and the implications for the imminent renewal of paving around 115-141 Frenchay Road. It was agreed that such charging points would eventually probably need to be installed. The director had arranged to meet an electric charging company who could advise on prices and possibilities for inserting trunking for future cables under the new paved areas, to avoid these being dug up again later. Another director pointed out that the installation of charging points would not fall within the remit of WMC as they could not be regarded as 'maintenance'. FirstPort agreed that in their experience such work had been done at private expense, on a block-by-block basis.

8.2.2 A director summarised what had been discussed at that afternoon's Apartment Blocks Sub-Committee meeting.

Steam cleaning had been a great success and further cleaning would be scheduled.

Various redecorations were still awaited.

A progress report on the survey of lifts is due soon from FirstPort.

Clothes/carpet moths had become a problem in 56-90 EJW and spraying had been done in common areas, but it was felt that some were still present. FirstPort agreed to send a letter to all residents in the block advising them to take appropriate measures.

A director still had a problem with damp in her flat and a photo was shown. This is still being investigated.

A key-storage box had been affixed to the outside of 115-141 Frenchay Road. FirstPort agreed to send a letter to all residents of the block to say this was not permitted.

8.2.3 No signs had been spotted of further Airbnb or other short-term lets.

8.3 Gardening Sub-Committee

8.3.1 There had been little progress on the proposed construction of stone weirs in the balancing pond. There was some concern regarding the requirement to remove all vegetation from the banks in order to regrade them. The old planting plans drawn up by Berkeley Homes had shown far more planting than was currently in place: evidence that the 'overplanting' was not the fault of WMC. There was also a feeling that we would need a project manager to oversee any contractor. Nothing further had been heard from Stuart Divall, and the director leading this project would contact him again.

FirstPort were asked to find out whether they could project manage this work if it goes ahead.

Berkeley Homes had supplied a specially made metal pole for measuring the depth of the silt. This had been used after the recent silt clearance and had shown that the trap was indeed completely empty.

8.3.2 Lanes had eventually completed the recent silt clearance operation but there had been some confusion on their side as to what they were supposed to be doing. This had been sorted out eventually.

8.3.3 The tree stump in Frenchay Road had been removed and it was now time to send all residents in that road a letter explaining the options for replacement. A director would liaise with FirstPort.

8.3.4 A director had brought a sample of the paving slab which had been proposed for the forthcoming repaving work outside 115-141 Frenchay Road. It was agreed to proceed with this sample, Tobermore Tegula Trio, 50mm, Golden. FirstPort would investigate a second quote from the firm suggested during the Q&A session.

8.3.5 It was agreed to investigate the possibility of installing an estate water supply for use by the gardeners, possibly near the water main close to the post box. FirstPort would contact Thames Water.

8.3.6 Signs and cameras to deter antisocial behaviour at the rear of Clearwater Place were to be erected shortly by Evergreen.

8.3.7 The 'Himalayan Balsam' growing along the wildlife corridor had turned out to be Great Willow Herb, and therefore non-invasive. However there was still quite a lot of Himalayan Balsam behind Cox's Ground which needed to be tackled, either by Evergreen or by volunteers, probably next spring before the flowers set.

8.3.8 The Gardening Sub-Committee would fix a date for the next walkabout.

8.3.9 One director had spotted some young people by the lakeside possibly dealing in drugs.

9 Scrutiny Sub-Committee

9.1 It was agreed that a further monitoring of FirstPort's performance would be arranged this autumn using the established templates.

10 Feedback

10.1 An apartment owner had written to request the documentation needed for a property transfer. She had been referred to the Property Managers who had passed the request to the appropriate section.

11 WRACIC

11.1 The summer barbecue was due to take place the following Saturday.

There had been an offer to help with publicising The Big Rake by putting up posters in Frenchay Road. A director would liaise with this resident.

Another litter pick would be organised for later in the autumn.

11.1 The Community Notice Board under the arches in Complins Close was considered by some people to be in the wrong place as it was hidden away and difficult to access, being behind a bike rack. It was agreed that a better place would be fixed to the railings of the Elizabeth Jennings Way bridge near the letter box, and that WMC would write to the relevant person on the City Council.

12 Managing Agent

12.1 Section 20 consultations were all in hand.

13 Any other business

13.1 A director asked when the car park on Cox's Ground would be resurfaced. It was explained that the car parks would be dealt with once the repaving work had been completed, probably in two years' time. There was some discussion of the possibility of using bonded resin for the car parks. A director had already investigated this for use on her own drive and had details of different types of bonded resin surface together with costs.

13.2 The Chair raised the matter of internal door handles throughout the estate, which are of poor quality and can lead to people getting locked into rooms. He had been advised by a resident who is an expert that Legge products are best. It is a simple matter to replace the cylinder and a locksmith may not be required.

14 Dates of next meetings

14.1 Dates for future meetings, all on Tuesdays at 7.30 pm in the Community Room:

2019: 19 November

2020: 14 January, 17 March