

**WATERWAYS MANAGEMENT COMPANY**  
**MANAGEMENT COMMITTEE MEETING NO 88**

**7.30 pm, Tuesday 19 January 2021**

**Online meeting via Zoom**

**Present:** Adrian Olsen (Chair), Tao Tao Chou, Ann Hall, Nicholas Orme, Paula Reynolds, Louise Robertson, 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 Kate Lack, Adrian Mourby, Liz Wheeler

**2 Approval of the minutes of meeting 87 held on 24 November 2020**

2.1 The minutes were approved.

**3 Matters arising from the minutes of meeting 87**

3.1 (3.3) FirstPort reported that GreenSquare had requested removal of the problematic wooden floor at 4 Clearwater Place. Covid restrictions were causing delays to inspection.

3.2 (3.4) It was agreed to repair the damaged wooden front door at 31-39 Complins Close rather than replace it. Modern wood fillers are much stronger than they used to be and a repair should last well.

3.3 (3.6) The Chair had requested that the Frenchay Road bridge railings be repainted by the County Council after volunteers recently cleaned it of algae, but had been thwarted by the bureaucracy of the Fix My Street system. The Chair would contact Councillor Howson for assistance if no reply is forthcoming soon.

3.4 (6) There was nothing to report on the transfer of the estate freehold from Berkeley Homes. Our solicitor was still waiting to hear from the BH legal team. As the matter was not urgent the lead director would wait a while before pursuing the matter.

3.5 (12.1) No further notices had been posted about 'Covid Marshals' or similar.

3.6 (12.2) There was nothing further to report regarding the complaints against boaters concerning alleged polluting smoke.

**4 Feedback from AGM held via Zoom on 17 December 2020**

- 4.1 It was generally felt that the AGM had gone very well. Compliments were extended to the Chair. In addition, many felt that it was better not to read the various reports out loud and that this practice should be discontinued in future normal AGMS.

## **5 Introduction of Controlled Parking Zone**

- 5.1 It was agreed that the CPZ had been a great success. There was much discussion about a car on Elizabeth Jennings Way which had already received five penalty notices. It was agreed that a director would report it to the police in case something untoward had happened to the owner.
- 5.2 The new No Parking signage for various locations had been delivered to Evergreen and would be installed shortly.

## **6 Sub-Committee news round-up**

### **6.1 Finance**

- 6.1.1 FirstPort confirmed that the 'general' section of the accounts had now been expanded and broken down for the sake of clarity.
- 6.1.2 There was much discussion of the timing of the AGM in relation to the publication of the annual accounts in October. The AGM has traditionally taken place in the spring as it had proved difficult to raise a quorum in November, but there had recently been some criticism of the long gap between the end of the financial year and the approval of the accounts. It was eventually agreed that a small working party of four directors should investigate the possibility of changing the date of the AGM to November. FirstPort would research and advise on practice elsewhere.

### **6.2 Apartment Blocks Sub-Committee**

- 6.2.1 Redecorations were due to be discussed at the next ABSC meeting. There had been a complaint about damage to interior paintwork and carpets from a member at 92-126 EJW, which FirstPort would be investigating during their next site visit on 21 January.
- 6.2.2 The lift modernisation programme had included a survey which was now in the process of being updated by the consultation so that FirstPort could produce a revised plan of action.
- 6.2.3 Steam cleaning of exteriors would now be carried out during 2021, having been postponed from last year.
- 6.2.4 A surveyor would be attending to investigate the issue of stacked automatic window openings at 3-47 Cox's Ground, which had been found to be a possible fire safety hazard. FirstPort would research and advise if other blocks were affected.
- 6.2.5 FirstPort confirmed that the internal/external cladding of apartment blocks was not an issue in the light of post-Grenfell fire regulations, as there was no insulation layer. All cladding and balconies had been checked by a surveyor and found to be safe. Berkeley Homes last year attended several blocks to remedy any gaps between floors which might allow fire to spread.

### **6.3 Gardening Sub-Committee**

- 6.3.1 New Driveway were in the process of carrying out repaving works on paths around the Green car park plus 108-125 and 95-113 Frenchay Road. Work was going very well, although there had been a delay in delivering new paving stones. FirstPort would speak to Evergreen about possibly resurfacing the Cox's Ground car park with pea gravel which might need to be fixed or embedded in some way.
- 6.3.2 A tree survey had found rot in the poplar behind Fielders Row by the lake. This tree would have to be felled and Evergreen were in discussion with the tree surgeon. The diseased poplar on the Green was also due to be felled. Councillor Landell Mills had pointed out that the stump might continue to sprout, thus affecting any sculpture that might be produced from it. A director [LR] would discuss the implications with Evergreen. It could possibly become a pollarded tree rather than a sculpture.
- 6.3.3 Evergreen were working through their winter programme of works as agreed at the two GSC walkabouts on 4 and 25 November. Details had been provided and comments sought from all directors.
- 6.3.4 Children had been causing to shrubs. A director confirmed that the three worst offenders had now stopped. Other children had been spotted trying to damage trees but had been spoken to another director. It was recognised that lockdown was difficult for children, who had to play somewhere, but it seemed that the previous spate of damage had stopped.
- 6.3.5 Parking problems in Complins Close had improved with clarification about who can use what spaces. The car park Visitor marking could be carried out until the weather was dry.
- 6.3.6 The lakeside pump had broken down again. FirstPort reported that Xylem had attended and declared it to be working properly. However, the lake had been very full and the swale dry, so something was clearly not right when Xylem attended. FirstPort would ask Xylem to clarify, as this was the third or fourth breakdown recently. It was possible the pump needed a complete overhaul.
- 6.3.7 FirstPort would be carrying out the next stage of the bicycle cull on their site visit on 21 January and completing the process by the end of the month.
- 6.3.8 There was much discussion of the delayed appointment of Aquatic Solutions as a FirstPort contractor. Assurance was sought by a director that such a delay would not happen again. FirstPort explained that all their regular contractors had to update their details annually. FirstPort had flagged this issue up with their procurement team and been assured that Aquatic Solutions would now be treated as their other regular contractors and asked to update details annually, even though they are only used infrequently.
- 6.3.9 A director requested that improvements be carried out to the small triangular green at the end of Frenchay Road, which had been damaged through being used by the Friends of the Trap Grounds as a parking area for heavy vehicles during works. It would be necessary to liaise with the Trap Grounds over their use if improvements were carried out.

### **6.4 Scrutiny**

- 6.4.1 There was nothing to report. The Chair had sent monitoring forms to all directors but had

heard nothing back.

## **6.5 Sub-Committee membership**

- 6.5.1 A director wished to join the GSC walkabouts and it was explained that all directors were welcome to join in at any point. All would be informed of the dates. More people were needed on the ABSC.

## **7 Feedback**

- 7.1 Nothing had been received on the Feedback web page.

## **8 Managing Agent**

- 8.1 Nothing to report.

## **9 WRACIC**

- 9.1 There had been an increase in the number of dogs locally with consequent problems. There was some discussion as to whether WMC might set up an estate regulation that dogs should be kept on leads. However, it was concluded that this might result in unwanted repercussions and that it would be better to request action than try to enforce it. The WRACIC representative was asked to suggest that the WRA should write an article about dogs and their behaviour for the next editions of Waterways World asking dog owners to be responsible.

## **10 Any other business**

- 10.1 A director thanked the Chair and Howard Buss, who had rapidly cleaned up a recent spate of graffiti by the Frenchay Road bridge.

## **11 Dates of next meetings**

- 11.1 The next meeting would be on Tuesday 16 March at 7.30 pm, possibly again via Zoom.

The next AGM would be discussed then.