

**DRAFT**

**WATERWAYS MANAGEMENT COMPANY  
MANAGEMENT COMMITTEE MEETING NO 92**

**7.30 pm, Tuesday 14 September 2021**

**Online meeting via Zoom**

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

**In attendance:** Rachel Dolacinski, FirstPort Property Services

**Minute taker:** Imogen Olsen

**1 Apologies for absence**

1.1 None

**2 Approval of the minutes of meeting 91 held on 7 July 2021**

2.1 The minutes were approved.

**3 Matters arising from the minutes**

3.1 (3.2) There was still no progress in negotiations over the freehold transfer, but Berkeley Homes had explained that their response had been delayed by the departure of their solicitor. A further matter for clarification had arisen, i.e. responsibility for the nursery signage.

3.2 (3.3) FirstPort had found a new contractor to renew the T lines in Complins Close, who was due to visit the site on 16 September.

3.3 (3.4) FirstPort had emailed two directors suggesting a new solution to the long-standing problem of the faulty bin-store lights in Complins Close.

3.4 (3.6) The FirstPort asset compliance team were still investigating the stacked window openings in 30-47 Cox's Ground.

3.5 (3.8 and 4.3.3) There was lengthy discussion regarding ownership and allocation of parking spaces in Cox's Ground. The investigation into resurfacing these areas had revealed hitherto unknown inconsistencies relating to individual properties in the block 26-29 Cox's Ground between the Land Registry records, Berkeley Homes' maps, and individual transfer documents. A land surveyor had already been employed to advise on various boundary queries and he could perhaps help with this question too. A director pointed out that the Land Registry records prevail over any other documents in terms of legal ownership. A director had been pressing for resurfacing of these spaces for ten years but still no solution had been agreed. FirstPort will continue to investigate this matter.

It was agreed that FirstPort would look into the possibility of pressure-washing the whole area, as a director has done this to his private parking space and the appearance has been much improved. The Gardening Sub-committee would include this item in their next walk-about in October.

- 3.6 (3.10) Nothing had been heard from Councillor Howson regarding the repainting of the bridge railings.
- 3.7 (4.1) Nothing could be done about electric vehicle charging points until Berkeley Homes had clarified whether WMC were allowed to install such points. It was reported that a resident in Frenchay Road had installed an electrical charging pillar on WMC land. This would be investigated at the next Gardening walk-about.
- 3.8 (5.2.3) Problems in the Clearwater Place bin store had spread further on the estate. The City Council had brought in strict new regulations about rubbish segregation and were now refusing to collect contaminated loads of recycling. FirstPort had asked the Council to write to all residents explaining the new rules in the (perhaps vain) hope that people would respond sensibly. FirstPort are continuing to liaise with the council.
- 3.9 (5.2.4) FirstPort's contractor had advised that the overflowing hopper at the rear of Complins Close needed to be cleaned out regularly, at least once a year. This operation would be tied in with forthcoming roof works.

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

##### **4.1 Finance**

- 4.1.1 FirstPort reported that the annual accounts were still with Wenn Townsend, and on schedule.

##### **4.2 Apartment Blocks Sub-Committee**

- 4.2.1 Planned redecorations were on schedule and the section 20 processes were proceeding.
- 4.2.2 After the first section 20 process, FirstPort were in the process of obtaining quotes for lift modernisations for 46-60 Frenchay Road. A director thanked FirstPort for introducing the directors to a very helpful and knowledgeable lift expert, who had attended the last ABSC meeting and advised.
- 4.2.3 The roof repairs at 1-25 Stone Meadow were now out to tender following the first stage of the section 20 process.

##### **4.3 Gardening Sub-Committee**

- 4.3.1 Future priorities in the repaving programme needed to be settled and this would be discussed at the next walk-about. FirstPort were obtaining estimates from New Driveway for the areas already identified, Complins Close (south, east and west sides) and the terraced houses on the west side of Frenchay Road.
- 4.3.2 There was prolonged discussion about possible new benches for the Green and elsewhere on the estate. The old damaged bench had now been repair organised by one

resident and jet cleaned by a director. A director had discussed with the possible donor of a new memorial bench whether they would require a commemorative plaque as a condition of their gift. In fact, they would require a small credit card-sized plaque on the front of the bench. Some directors were in favour but others felt that such a plaque could set an unwelcome precedent and lead to future demands for more benches and possible disputes. A vote was therefore held as to whether this donated bench with a plaque could be accepted which resulted in 7 in favour, 5 against and 1 abstention. The matter would be further discussed at the next Gardening walk-about and also with the WRA.

- 4.3.3 FirstPort and the Chair had recently met FirstPort's surveyor and walked around the estate looking at various boundary questions to the west, to the south and north behind Cox's Ground and Complins Close. FirstPort had now obtained Land Registry documents which seemed to confirm the surveyor's opinion that we owned narrow strips of land beyond the existing the north and north-west boundary fences, and that in the south WMC land did not beyond the southern of the edge of the path from Frenchay Road to the canal towpath. It would now be necessary to establish the exact width of these strips and put in some sort of marker, e.g. posts, particularly along the northern boundary where children have been trespassing into Hook Meadow (St Edward's School land) well beyond our boundary.

A director raised the question of who owned the trees along the border by the railway line which we have hitherto maintained and whether these might be the responsibility of Network Rail. Further investigation would be required in order to establish this.

- 4.3.4 The question of installing lighting in dark, out-of-the-way car-parking areas would be investigated at the next Gardening walk-about.
- 4.3.5 It was time to organise the next silt removal operation for the silt trap which crosses Frenchay Road. A director had found a possible new company and was due to meet their representative along with the Chair and another director on 15 September. She had also contacted another new firm, but so far they had not responded.
- 4.3.6 It was agreed that the next walk-about would take place in October, date to be agreed by FirstPort and Evergreen. A director advised that she would like to be included.
- 4.3.7 The Chair reported on the war against Himalayan Balsam in Hook Meadow. Two further sessions were scheduled.
- 4.3.8 Another invasive weed, horsetail, was coming up by the swale in Ryder Close and at the bottom of the wildlife corridor. This should be investigated during the Gardening next walk-about.
- 4.3.9 The Big Rake was scheduled for Sunday 19 September. A director agreed to organise some publicity in the hope that more volunteers would turn up this year.
- 4.3.10 The bulbs ordered for planting by the lake had still not arrived. FirstPort agreed to chase them up. When they arrive a director will organise planting sessions.

#### **4.4 Scrutiny Sub-Committee**

4.4.1 There was nothing to report.

#### **5 Preparations for AGM on 2 November**

5.1 The annual report would need to be completed. The Sub-Committee Chairs agreed to supply their sections as soon as possible and the Chair will compile the report.

5.2 Some directors had still not supplied their Willingness to Stand forms.

5.3 FirstPort reported that all was in hand for the production of the two sets of accounts which would be necessary this time, for 2019/2020 and 2020/2021. They also confirmed that the necessary admin was in order.

5.4 The Secretary had booked the church hall and would now confirm the date.

#### **6 Feedback**

6.1 Nothing to report.

#### **7 Managing Agent**

7.1 No urgent matters to report.

#### **8 WRACIC**

8.1 A musical event on the Green in September had gone well. A Christmas event was now planned for 4 December.

8.2 WRACIC had requested a payment of £3000 from WMC, to cover two years as no grant had been paid in 2020 and the last grant (£2000) was agreed in September 2018. It was agreed that the newsletters produced by WRACIC over the course of the pandemic had been very useful and thanks were due to Alex Stremme for his work on these. The pandemic has had a severe impact on WRA's activities and income and as no one had been renting the community room this grant was important to maintain their finances. It was agreed unanimously to make the payment.

#### **9 Any other business**

9.1 A musician called Frank Underwood, who lived in a GreenSquare building, had been playing regularly on the Green during week-end lunch times. A director recommended his performances.

#### **10 Dates of next meetings**

10.1 2021: 16 November; 2022: 11 January, 15 March (all at 7.30 pm). It was very much hoped that these meetings could take place in the Community Room as the disadvantages of Zoom were now outweighing the advantages.  
AGM: 2 November 2021