

## **WATERWAYS MANAGEMENT COMPANY**

### **Minutes of the Management Committee meeting no 95**

**held on Tuesday 15th March 2022 at 17.30**

**Waterways Community Room, Clearwater Place**

**Present:** Adrian Olsen (Chair), Kate Lack, Nicholas Orme, Paula Reynolds, Louise Robertson, Hilary Sorensen, Raquel Stremme, Mary Tovey

**In attendance:** Neil Taylor, FirstPort Property Services

**Minute taker:** Imogen Olsen

#### **1 Apologies for absence**

1.1 Tao Tao Chou, Ann Hall, Adrian Mourby, Brian Shine, Liz Wheeler

#### **2 Approval of the minutes of meeting 94 held on 11th January 2022**

2.1 The minutes were approved.

#### **3 Matters arising from the minutes**

3.1 (3.1) Yet again there was no progress to report regarding negotiations with Berkeley Homes over the transfer of the estate freehold. We had no leverage to force the issue, which in any case was not pressing. It was agreed to leave the matter on the agenda.

3.2 (4.1.1) The damaged front door at 31-39 Complins Close had still not been repaired. It was due to be repaired when the danger of frost was passed. FirstPort agreed to chase this up and report back.

3.3 (4.1.3) A quote had been obtained for car-park marking at 108-126 Frenchay Road, amounting to £1600. This seemed very expensive, so FirstPort would investigate and report back. The work should be able to proceed now the weather was improving.

3.4 (4.2.2) A letter had been sent to residents of 49-77 Frenchay Road warning them that repaving works were their responsibility. FirstPort had received no feedback.

3.5 (4.2.2) The damaged path by 12 Stone Meadow had now been repaired by the owner.

3.6 (4.2.3) The proposed new commemorative bench for the Green had been ordered by the donors. Delivery was due in May, and a party on the Green might be organised by the donors for June. In the possible absence of the lead director the Chair would liaise with the donors over the exact positioning and installation of the bench.

3.7 (7.2) It had proved too late for the WRA to access Councillor Landell-Mills' councillor's budget to pay for moving the Complins Close noticeboard.

3.8 (8.2) The purchaser of a house in EJW has requested a deed of variation to modify the clause in the transfer document relating to our right to repossession if the service charge

was not paid. The deed would delay any repossession action by WMC by two months and also prevent WMC issuing a subsequent lease on the property. Legal advice had been requested. FirstPort confirmed that the purchaser had agreed to pay the legal fees, and reported that this matter was cropping up increasingly especially over re-mortgaging. The committee could see no obvious objection but FirstPort would ensure that WMC obtained formal legal advice before we agree to sign the requested deed of variation.

#### **4 Electric vehicle charging**

- 4.1 The lead director reported on progress on two proposed test sites. In the first, FirstPort were still clarifying the legal requirements to enable two parking spaces at 114-141 Frenchay Road to be swapped with two visitor spaces. FirstPort agreed to speed up these investigations. In the second site, it is proposed to install a charging point in the car park of the terraced houses on the east side of Frenchay Road, where the car park is remote from the houses themselves. Also, it had been established that the firm who would eventually install the charging points would liaise with SSE.

#### **5 Sub-committee reports**

##### **5.1 Apartment Blocks Sub-Committee**

- 5.1.1 FirstPort reported on progress regarding lift refurbishment works. These were proceeding according to plan as described in the minutes of the last meeting (4.1.2) and the works at 44-60 Frenchay Road would start in the new financial year.

Also, it had been agreed that our lift consultants, Hemsworth, had been appointed to act as our managing agent for all regular lift maintenance work.

- 5.1.2 Internal redecorations were proceeding as scheduled. FirstPort would confirm dates.

A director pointed out that a cherry picker was being charged 24/7 from a socket in the communal area of the 31-39 block in Complins Close. FirstPort agreed to investigate and sort out an allocation of resulting costs.

- 5.1.3 FirstPort had raised an order for repair work to two areas of cracked render on the rear facades of 2-32 EJW. It was hoped that the repairs could be blended in, and the areas would only be repainted if necessary.

The Chair had noticed a crack in the render on the building to the right of the arch into Complins Close. This would be investigated.

##### **5.2 Gardening Sub-Committee**

- 5.2.1 There was some discussion of the damage inflicted by recent storms. It was felt that we had been relatively lucky. Two willows had come down, which Evergreen dealt with very quickly, and some fence repairs had been required. A tree on the canal towpath, the responsibility of the Canal and River Trust, had taken down one of our fences when it fell. FirstPort would investigate whether we could claim the cost of repair (the fence is 10-12 metres long) from C&RT.

- 5.2.2 The cleaning by ProJet of Cox's Ground, the Clearwater Place sculpture and benches, the facades of the entrance block to Complins Close, and various walls had been very successful.
- 5.2.3 FirstPort had still not heard back from Berkeley Homes on the question of changing some of the houses in Cox's Ground for their permanent use of visitor car-parking spaces. This matter now needed to be followed up urgently as we might be close to the time limit for "squatters' rights".
- 5.2.4 The lead director reported on progress regarding silt clearance. Three directors had met a representative of OnSite, who had impressed them with their professionalism. OnSite had now provided a quote which, although slightly more expensive than Lanes, seemed to be more thorough and even included a camera survey of the culvert once clearance work was complete. The decision had therefore been taken to accept OnSite's quote and the job had been booked in to start on 16 May (depending on the weather).

It was vital that FirstPort now cleared the necessary paperwork for OnSite to be added to their list of agreed contractors. The lead director would be reminding FirstPort about this in two weeks' time and regularly thereafter if necessary.

The lead director was once again thanked for all her hard work.

- 5.2.5 Two issues remained after the boundary survey conducted by Green Hatch.

First, the wooden posts would need eventually to be replaced by something more permanent.

Second, Berkeley Homes had still not responded to FirstPort's query on the conflict between two Land Registry documents covering an area in the north west corner of Cox's Ground. This would have to be sorted out before WMC could approach St Edward's. The Chair said that the plan of the boundary made by the surveyor from GreenHatch should be amended to include the Cox's Ground area concerned as it is definitely part of the estate. FirstPort will contact Berkeley Homes and GreenHatch.

- 5.2.6 FirstPort had carried out a tree survey in the light of the new boundary information. Evergreen had already completed some of the work recommended in this survey and others will be included in future work programmes. Unfortunately, it had transpired that WMC were responsible for a huge tree on our side of the Frog Lane ditch at the back of Stone Meadow, which urgently needed to be reduced. Evergreen had contacted the owner of the house from whose garden they would have to access this tree, and it was hoped the work could be carried out in the near future.
- 5.2.7 Evergreen had engaged a firm to carry out more tree work during April.
- 5.2.8 The survey of railings requiring repainting would be carried once the lead director had returned to this country. It was noted that the gates into the Stone Meadow cul-de-sacs had already been repainted.
- 5.2.9 During the recent GSC garden walkabout it had been noted that the culvert by the first bridge in the wildlife corridor had not been dug out. FirstPort had been notified of this. It had also been noted that the metal non-slip slats on this same bridge needed attention.

Bulbs were coming out around the estate and they all looked splendid.

### **5.3 Finance**

- 5.3.1 The Treasurer voiced concern over the financial information currently being provided, which was insufficiently detailed and too provisional. FirstPort explained that their systems have recently been reorganised and that the situation should now improve. It was agreed that a representative from the Finance Department would contact the Treasurer next week with a view to holding a Zoom meeting in order to discuss this issue. Also, FirstPort explained that next year's proposed draft budget was due next week.

### **5.4 Scrutiny**

- 5.4.1 Nothing to report. It was agreed that as there were no particular problems at the moment requiring scrutiny, it was time to remove this item from the agenda.

### **6 Feedback**

- 6.1 Nothing to report.

### **7 Managing agent**

- 7.1 Nothing to report.

### **8 WRACIC**

- 8.1 A litter-pick had been organised for Saturday 19 March at 2 pm. It was noted that there seemed to be less litter around than in previous years.

- 8.2 A celebration for the Platinum Jubilee in early June was being planned. It would take place on the Green and possibly involve some sort of Bake-Off event.

- 8.3 A newsletter was planned for the near future.

### **9 Any other business**

- 9.1 None.

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

- 10.1 2022: 10 May, 5 July, 6 September, 15 November; 2023: 10 January, 14 March.  
AGM: 1 November.

It was agreed to continue with the 5.30 pm start of meetings for the time being.