



Board Meeting

27 June 2023, 18.30 – 20.30

CCRMO Office, 1 Opal Street SE11 4HZ & Teams

Present

- Sherona Gayle, SG
- Peter Street, PS
- Julien Kroll, JK
- Michail Nazarenko, MN
- Sally Seymour, SS – virtual
- Craig Robinson, CR - virtual

In Attendance

- Idham Ramadi, IR

Minute taker

- Idham Ramadi, IR

No	Item	Action
1.	Welcome & Apologies Kinga Zacharska absence noted	
2.	Minutes from 30 May 2023 Approved subject to one change “Board requests for monthly finance reports not to be shared until finalised” should read, “Monthly finance report should be completed in time for the Board meeting.” Minutes from 31 May 2023 Residents Meeting No further comments made. Discussion on the items raised from the meeting as follows:	Idham Ramadi

<ul style="list-style-type: none"> With regards to one of the items raised “Estate Walkabout” although future dates are publicised (website and notice boards), Idham Ramadi to make them bigger. <p>Idham Ramadi to promote an outside office hours for Estate Inspection. To determine demand for this, Idham Ramadi to ask residents to register online. In the absence of interest to revert during the day.</p> <ul style="list-style-type: none"> CCRMOParking email address – this will be printed and assigned to the notices that can be reached Idham Ramadi to add updates to the meeting notes from 31 May 2023 residents meeting. Idham Ramadi to add “replacing signs with TMC” to the list 	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>3. Action Tracker</p> <p>Number 13 – re: Lloyds Mandate update - Form sent first class 20 June 2023. Waiting for a response from Lloyds. Idham Ramadi to make sure that when forms need signing to keep chasing the signatories so that completed forms are submitted in time.</p> <p>Number 25 – re: contact preference at last meeting lower priority assigned</p> <p>Number 42 – on the agenda (car park road marking project)</p> <p>Number 43 – disrepair cases under Estate Directors’ report of this minutes</p> <p>Number 58 – re: inclusion of same period the year before information. Idham Ramadi apologies that this month’s report did not include last years positional outturn. This is because of the adoption of a new format. Will be reinstated in June’s report.</p> <p>Number 71 – same as number 13</p> <p>Number 85 – re: door entry solution. Idham Ramadi explained that the two providers recommended by</p>	<p>Idham Ramadi</p>

<p>the product company have not responded to requests for a quote.</p>	
<p>Idham Ramadi to seek providers (of ESP products) from the wider Kent or Surrey region.</p>	Idham Ramadi
<p>Idham Ramadi to explore other providers.</p>	Idham Ramadi
<p>Number 86 – re: lobbying for new lifts. 19 May did not happen because the head of capital projects was on leave. New meeting 30 June 2023.</p>	
<p>Number 92 – re: purchasing IT equipment – on agenda.</p>	Idham Ramadi
<p>Number 95 re: forced entry for gas servicing. Idham Ramadi to forward advice from legal services.</p>	Idham Ramadi
<p>Number 96 – Smith & Byford contract – Idham Ramadi to provide a list of repairs and its costs</p>	Idham Ramadi
<p>Number 97 – re: installations by Smith & Byford. Idham Ramadi reports that there is no centralised system at the moment to capture the carbon monoxide detectors installed by Smith & Byford. Whilst they are looking at implementing a system, Idham Ramadi can capture the installations manually through the invoices.</p>	Idham Ramadi
<p>Number 98 – re: gardening fair use policy (on agenda)</p>	
<p>Number 99 – re: printing contract – on agenda.</p>	
<p>Number 101 – re: electric charging points – on agenda</p>	
<p>Number 103 re: road marking project – on agenda and 104/105 (re complaints and repairs log) – on agenda</p>	
<p>With regards to the complaints log this should capture all requests even if not the RMO responsibility.</p>	Idham Ramadi

<p>Items 106 re: community engagement strategy deadline for completion end August owing to road marking project in July and 107 re: meeting with caretakers deadline end of July 2023.</p>	
<p>4. Estate Directors' Report</p> <p>Performance Digest Idham Ramadi reported that all targets were met that month.</p> <p>Finance Report By the end of May we forecasted a surplus of £6459. Our actual surplus is £4568. The actual is under by £1890. Idham Ramadi said that there was concerns on the under collection on the bays, sheds and cycle hoops and that this would be a priority.</p> <p>Surplus Spend Update</p> <p>Electric charging points Idham Ramadi explained that the roll out of the electric charging points are part of a report that will be tabled to the Cabinet in Lambeth Council. All TMOs will know if they are included in the roll out. At the moment there is no timetable.</p> <p>Idham Ramadi to find out if CCRMO can proceed to install them outside of the Borough wide programme.</p> <p>Planters (Harfleur) Outstanding planters to be kept and used for other projects.</p> <p>Community Garden Paper</p> <ul style="list-style-type: none"> • Idham Ramadi to develop rules based on the current issues surrounding the community garden and its solution. • Once rules developed then the consideration of forming a sub committee <p>30th Anniversary – Saturday 30th September 2023</p>	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>

<ul style="list-style-type: none"> • Idham Ramadi to send out letters to residents asking if they are able to attend • Form to also ask what they would like to see delivered on the day as well • In the event of a low response, CCRMO to door knock <p>Road marking project</p> <ul style="list-style-type: none"> - Terms of contract to be redrafted to reflect two days with a third as a contingency. - Industry bay sizes to determine number of new bays - Use communication plan and time needed to determine start date - Idham Ramadi to look at the option of two difference visitors permits (one paid for during the day and one for after office hours for free) <p>Barbecue rules</p> <p>Printing contract</p> <ul style="list-style-type: none"> - Deferred to next meeting. Idham Ramadi to resend the contract of the actual copier rather than the printing maintenance and supply contract <p>AGM tracker</p> <ul style="list-style-type: none"> - Date noted as Tuesday 26 September 2023 with timelines given for when notices will need to be sent out (12 Sept 23), when nomination forms need to go out (5 Sept 23) and deadline for nominations (19 Sept 23) and proxy voting (22 Sept 23). - There will be nine vacancies owing to four longest standing down and vacancies on the Board not filled from the previous AGM. 	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>5. Complaints and Repairs Log</p> <p>Log provided came from the new reporting process on Jotform. Although the actual log does not reflect the cases on Jotform (one)</p> <ul style="list-style-type: none"> - CCRMO to make sure all jobs are logged on Jotform. 	<p>Idham Ramadi</p>

<p>8. AOB</p> <p>Cleaning</p> <ul style="list-style-type: none"> - Follow-up meeting between the Board and the Caretakers to be scheduled to finalise the cleaning schedule <p>Repairs Guide</p> <ul style="list-style-type: none"> • Idham Ramadi to send a copy of the leaseholders guide to Sally Seymour. • Charlene to send copies of the guide to those on the CCRMO mailing list. • Deep cleaning to resume. 	<p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p> <p>Idham Ramadi</p>
<p>Meeting closed 21.00</p> <p>Next meeting Tuesday 25 July 2023 at 18:30</p>	