

# LUXBOROUGH TOWER

Luxborough Tower Residents Association

Minutes LTRA committee meeting 20 05 2014 draft

Apologies; Josephina Becci, Sara MacKay, Judith Slack & Elizabeth Young

Attendance; Alison Dow, Nigel Greenhill, Andrew Hughes, Michael King, Alex Reid & Nick Vinson.

Approval of minutes from 25 03 2014

The minutes were approved

Report back from committee members:

Heating refunds. As these are due for the 2013/14 winter season. LTRA to compare refund when offered by CWH to last years performance and refunds and check tenants and leaseholders get the same amount again.

Major works/Windows. AR reported he expects the roof and down-pipe replacement to be programmed shortly. AR logged the LTRA comments regarding exterior painting and window replacement with Peter Chapman from CWH but has had no further information from him to date.

AD reported re ODC, supplier and installer of windows. Ball part figures, bedroom secondary glazing is around 500 pounds per window and

4500 to 6500 for balcony windows depending on the width of the frames. AD to follow up and see if she could get a quote from ODC for the entire block so we have something to compare with the CWH price indications. It may need to include repainting the block so we could compare like to like. NV suggested, regarding residents who change their own windows, the LTRA to communicate to Leaseholder Consent and WCC Planning that we recommend all future permissions require 'Aluminium coloured finish RAL 9006 matt' to ensure better consistency. Previous planning permission requirements have suggested white on some occasions and grey on others, which is inconsistent. This was agreed by the committee.

Security. NV reported the new LUXBOROUGH TOWER PRIVATE PROPERTY signs ordered installation shortly.

Re-landscape scheme/Library. NV reported the WCC planning decision is currently set for 04 06 14, this will delay the original start date of 16 06 14. Mace need to have the planning permission in order to move forward.

Lighting timing. NV reported a meeting is scheduled with Martin Skidmore for 25 06 14 for a tour of plant, with Josephina Becci, Nick Vinson and Alex Bevan.

Membership. AH provided the committee with an updated list of flats not currently members. Individual committee members have offered to try to reach out to those they know and a further membership push will happen in the lobby 15 06 14 and 16 06 14. Individuals to try to fill in gaps

Cleaning/maintenance. AD reported the Windows cleaning is OK, however there were issues with the floors, not being stripped back before the polish and on some floors too much polish applied leaving cleaned floors white and streaky. Some floors are better than others, noted on Estate Inspection. AD to contact Trevor Evans.

Estate Inspection. There is an issue with communicating the dates of the Estate Inspections to Josephina Becci which needs resolving.

Car-parking/Garages/Sheds. NV updated the committee on current wait list and length of time some residents have been waiting. Alex Bevan reported on the 19 05 14 there were 14 residents waiting for garages, 12 for parking spaces and 15 for sheds. The longest someone has been waiting is 10 02 14. Currently 8 Garages, plus G20, not in a state to let, 5 parking spaces and 3 sheds are voids, i.e. not currently in use with one garage awaiting clearance authorisation. NV to meet Alex Bevan shortly to discuss. NG suggested that we ask CWH to establish guidelines for eventual garage door replacements and match them to the Hormann doors on G1 and G2. This was agreed by the committee.

Resident handbook, AD circulated her list of sections and AH offered to help her draft this.

Estate inspections. AH reported back on the Estate Inspection from 07 05 14. Of concern was the request made already on three occasions to repaint the lobby and the damaged floor tiles in the lift and a few other minor items that need concluding. Plus rather alarmingly the exit doors on the 7th floor hit and damage the recently installed false ceiling, which is a fire hazard. All floors with maisonettes with upstairs bedroom need to be inspected.

Corridors and plants. AH reported that there was a limited amount of feedback from committee members who did not attend the last meeting. As Health & Safety rules forbid plants in the corridors and as all leases also forbid obstructions of any kind including plants, the committee agreed the best course of action was that plants can stay ( CWH would be asked to turn a blind eye to the rules) unless a resident objects. In the case that any resident objects to plants on their floor, CWH will need to have them removed. It was felt this would be the least heavy handed approach and the easiest to manage, rather than asking residents to get the agreement of their neighbours before placing plants. The committee agreed. The committee also agreed to inform residents during the next General Meeting.

General Meeting planning. AH outlined the various requirements of the committee for informing residents of the next General Meeting. It was agreed to hold this on 16 07 14 at 18.15 in the Luxborough Tower meeting room.

Membership drive/contact with residents. NV suggested we meeting in the lobby on 15 07 14 from 16.00 to 20.00 to engage with residents and encourage participation in the General Meeting of 16 07 14.

TMO. AR reported on his findings on TMO's with professional managing agents. Due to the enormous amount of work involved to set this up and the limited amount of control a TMO may have it was agreed to focus the LTRA's efforts into improving service delivery from CWH. We also decided to start inviting Alex Bevan, from CWH to our committee meetings.

Lift survey. NV a lift survey was carried out on 12 05 14 and would be circulated to the LTRA shortly after the meeting.

University Repairs to Northern Access Road .NV advised that this meeting was postponed and hopefully would be scheduled shortly.

Treasurers report.AH produced a new treasurers report to the committee.

Date of next meeting

The next meeting which will be a General Meeting will be held on 16 07 14 at 18.15