

Luxborough Tower Residents Association

Draft minutes LTRA Committee Meeting

6th April 2016 18.15 pm, Luxborough Tower meeting room

1. Apologies were received from Alison Dow & Katrina Pearce, Attendance; Josephina Becci, Nigel Greenhill, Jennifer Grimshaw, Andrew Hughes, Michael King, Alex Reid, Nick Vinson & Elizabeth Young.

2. Approval of minutes of meeting from 16 02 16. The minutes were approved.

3. Jennifer Grimshaw reported that she had clawed back £2296.03 from block service charges for mis-charges relating for connections of individual resident's intercom to phone numbers, dating back from 2012 to 2015. The refund will appear as a credit for block charges for 2015/2016. The committee thanked Jennifer Grimshaw for her dedication to this work. JG also reported on potential service charge refund for heating and kindly offered to attend a future meeting with an update. It was also noted that data showed some flats were changing phone numbers 3/4 times per year which could indicate short term letting, which are not permitted under the leases.

4. Election of the officers.

As no other committee members had stood for election of officers, it was agreed that Alex Reid would be re-elected as Chairman, Andrew Hughes would be re-elected as Treasurer and Nick Vinson would be re-elected as Secretary.

With reference to individual committee members' responsibilities, it was agreed that Michael King would join Josephina Becci and Denise Atkinson Hines on Estate Inspections, taking over from Andrew Hughes. Andrew Hughes will now manage lift service and Elizabeth Young will monitor sheds, garages and car parking. Other tasks will remain unchanged.

5. Re-landscaping scheme update

Nick Vinson reported back an update from Andrew Almond of CWH 'are once again experiencing difficulties with the contractors. As we have discussed previously this is sensitive information but I am willing to share with you that the contractor has returned with a variation to the overall build cost which needs to be considered by council officers and members'.

6. Major works meeting 05 04 16

The LTRA Major works steering group met with Lorraine Roach, Technical Services Manager, Lawrence Printemps, Technical Services Team Project Manager and Vicki Welch, Resident Engagement and Consultation Coordinator. CWH are starting a new Major Works Program from scratch, which includes asset strategy, feasibility (including condition survey), through to contract, appointments and eventual works. A new survey will be commissioned shortly by Keegan's, replacing the previous 2013 condition report which is now considered out of date. LR stated that residents won't be charged for the previous survey and during the committee meeting JG kindly offered to keep a track on any possible charges. The replacement of and repair to the roof will be actioned immediately. The condition survey will include balcony drains, exterior painting and possible window replacement. Heating is not presently a major work so the decommissioning of that must be considered within any potential scheduling, as should the re-landscaping works when they eventually start and any potential works to lifts. The LTRA updated CWH on our concerns about windows, and our preference for masts/climbers rather than scaffolding, our wish to employ Avanti

Architects as consultants for any eventual design implications. We asked for resident consultation with Kegans as they start the condition report in order to raise concerns, the steering group will meet LR and team once the condition report has been completed. It was also stressed the importance of managing timing, scheduling and costs considering our priorities are roof, decommissioning the heating system, the re-landscaping works and the replacement of balcony drains plus any potential lift major works. It was also agreed that AR would recirculate our previous Statement of Aims for Major Works to the committee for comment before presenting to the committee at the next meeting

7. Report on meeting with John Millichope 07 03 16 Several LTRA committee members met with John Millichope to discuss the numerous breaches of contract between Westminster and Leaseholders, specifically the unsatisfactory delay to the repair of the window in flat 1, the constructions on balconies, some antisocial behaviour and the clear corridor rules. NV to follow up to JM for a time line resolution for the matters raised.

8. Report on heating replacement. MK not present.

9. Security, pick pockets, undercrofts

NV reported updates from Katrina Pearce; A letter went on 9th March to warn residents that there was an incident on pickpocketing at Luxborough Tower. John MacDonald, CWH community engagement officer has carried out early morning visits on April 5th and 6th (around 7am) to Luxborough to look for rough sleepers. He did not find any rough sleepers on these occasion, he will carry out visits in the morning, though the visits will not be every day. Basilio and Betim will continue to check the grounds regularly for suitcases, sleeping bags and blankets which they will remove and dispose of. They will also continue to report any rough sleepers that they find on the grounds.

10 Garages, sheds and parking spaces

NV reported from JP, the estate office no longer manages P54 but instead has taken on P56 (resident has swapped spaces). KP has arranged for the garage doors to be wiped down/washed- this should happen within the next 3 weeks. Notice will be sent to residents with garages when I have a date for cleaning. This will be carried out by volunteers.

11 Lift repairs/trappings/loose panel

NV reported that KP has offered to provide a detailed explanation for the recent service issues to both lifts after she has spoken with Nick Humphries. NV to circulate when it arrives.

12. AH reported the account balance is currently £2,486. As we will shortly embark on a membership drive, at the same time as consulting residents over major works, AH prepared an updated membership form.

13. Date of next meeting

It was agreed to hold the next meeting at 6.15 on Tuesday 31st May

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