

# LUXBOROUGH TOWER

Luxborough Tower Residents Association

Minutes, draft

15 05 17 18.30 pm, Luxborough Tower meeting room

## 1. Apologies and requests for AOB

Apologies from Alison Dow, Sara Mackay, Michael Kriteaman & Nigel Greenhill.

Attendance from Andrew Hughes, Nick Vinson, Michael King, Alex Reid, Josephina Becci & Mike Kostyn.

## 2. Approval of minutes of meeting from 15 03 17

The minutes were approved

## 3. Function of committee

It was agreed to aim to hold 4 committee meetings per year, of which one is an AGM and one is a GM and to arrange more day meetings with key CWH staff like the one AH & NV held with Liz Waine. In terms of committee member responsibilities currently these areas are 'managed' by respective committee members

Major Works AH, Estate Inspection/Maintenance AH, JB & MK, Heating shutdown MK, Re-landscaping NV, Cleaning AD & Gardening SM, Interflat leaks AR. It was also agreed that Alex Reid would reach out to committee members in order to cover off other areas and spread the work.

## 4. Major works update

Roof works would begin mid June and would be finished early September. NV read notes from the Pellings report, AH to prepare a summary.

5. Update on heating replacement; ballot etc Mike Kostyn reported that CWH now feels it prudent to review the options appraisal for disconnection. The current appraisal aims to provide: 1. A revised/more accurate budget for each of the options, including likely leaseholder implications associated with the costs. 2. Review of running costs and any associated benefits of each option. 3. Any amendment existing or proposed in relation to the service provision from UoW. The above information will be summarised to provide a more robust basis for which the residents can make a more informed decision at the ballot stage.

Current Actions & Timescales. CWH has commissioned an external Consultant to undertake a strategic review that will pick up the provisions noted above. This first strategic proposal

should be have been completed by the end of March. The date for the re-ballot date will be as soon as possible, following the review.

#### 6. More changes to Estate office team.

Alex Bevan has moved on from the Marylebone Estate Office from Tuesday 2 May 2017 to a different role within CityWest Homes. Whilst CityWest Homes works towards a new target operating model in early June to provide a more effective and reliable service to residents, please raise any issues to the Marylebone Estate Office mailbox ([maryleboneeo@cwh.org.uk](mailto:maryleboneeo@cwh.org.uk)) and this will be handled by the respective team member. Vince Lyons Operations Manager – [vlyons@cwh.org.uk](mailto:vlyons@cwh.org.uk) and Liz Waine, Area Manager – [lwaine@cwh.org.uk](mailto:lwaine@cwh.org.uk) will be overlooking the mailbox and any issues arising on the estate with your respective housing manager.

#### 7. Membership campaign

AR and JB had previously agreed to do a 5-7 pm Membership drive, which did not happen.

The current membership is 84 residents, of which is 67 flats and 58% of the flats.

#### 8. Rubbish left in undercroft

We had requested that the CCTV was reviewed however before CHW got around to responding the footage had expired.

#### 9. Data Protection breaches, CWH ICO

NV updated committee.

#### 10. Report on CWH annual review, Andrew Hughes

Two docs per year, a review of the year etc, priorities of the year.

#### 11. Any other business

Big Lunch 2017

Window Clean

Changes to constitution to be agreed at next AGM, Committee members to be max of 10, Quorum can be 12.

#### Date of next meeting

12 September 2017

12 December 2017

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