

HOLLY LODGE ESTATE COMMITTEE
MINUTES OF MEETING HELD 13 September 2011

Present: Dominique Florin, Olive Gatenby, trustee, Peter Jacobs, trustee & treasurer,
Peter Wesley, vice chairman, Li Weinreich, new Secretary, Joseph Holderness, Chris Jackson

19:40

1. Minutes of 18 Aug were agreed.
2. DL – **HLE Dropbox** now online. Files started. Darren offering to show everyone how to use it so info can be easily shared at all times.
3. **PJ Finance**
 - Camden VMF now paid = £132,795. Currently on average about 252 plot holders pay VMF – how many plot holders that will pay VMF should be included in budget forecast?
 - PJ will include 265 plot holders in VMF budget and start a ‘Non payers’ contingency amount.
 - DL query to Daniel - actual numbers used by Camden for their VMF calculations ? What is basis of Camden’s calculation? If Electoral register – Tenants and flat leaseholders to be encouraged to register I electoral register? To be checked out with Daniel – or speak to Greg E.
 - PJ - reviewing current cash flow, projections.
 - VMF will need to increase to £650 from £620.
 - LW - Can committee review whether extra VMF can be charged if garage owners who require parking on crossover. This is important factor for houses at the bottom of the hill by shops and would increase VMF projections.
 - OG - worried about disturbance of views on Estate. Discussions to be continued.
4. **PW Roads and pavement renewals**
 - Costs: Resurfacing including materials indicative cost from Highway Associates is £15/sq m. = £439K for 29235 sq meters plus cost for crossovers and pavements.
 - Further to Aug 18 meeting LW has got contact if help required for getting a technical specification for quotes
5. **OG Trees**
 - Not all trees that have fallen have been replaced. Wassells to quote
 - PJ – Re: Makepeace Hawthorne removal. Plot holders to be given a limited choice of replacement trees to choose from
6. **PW MET Parking**
 - Contract has been revised. Met have stuck on a few points.
 - Met will not clamp
 - Once contract is signed HLE will get sample signs which will be put on lamp posts. Size to be confirmed
 - Signs to go up before parking enforcement starts
 - Met will give 10 min parking grace before ticketing
 - Non VMF payers will not get permits.
 - Committee agreed contract
 - PCN’s issued if parked on white lines, steps or across bends
 - HLE newsletter to publicize regulations Parking committee to draft points.
7. **PROJECTS**
 - DL Website Update– Now up and running. Text needs editing – Volunteer required?
 - **Hillway Entrance**
 - OG McMahon gave best quote. Of 36K (+4k for plants will come from Budget contingency but savings already made in HLE Insurance renewals). Committee agreed go-ahead for MacMahon quote. Works to start in October, supervised by Maurice and Subcommittee (Olive, Pippa, Marie Helene)
 - **Gates Closers**
LW to give CJ recommended people to get more advice on whether pressure of closure can be reduced.
 - **Remedial work to Steps**
DL Photos taken which will be repeated in Spring and then rate of deterioration can be assessed and plans made.

9. **Security** – PW & committee discussions
 - Query from Plot holders about estate getting more security. Costs are £80 per man shift = 30k/man per year, will probably need 2 men. Market research has to be done if VMF has to inc by 60K.
 - OG said Neighborhood watch worked well whilst it was running but currently no one around to head one. Info on security to be in next newsletter
10. **NEWSLETTER - To include:**
 - Security info – costs and proposed Market research
 - Warning about Bikes taken from Estate
 - New Parking Regulations and MET info
 - **Helping Community Centre** – Give info on how to donate
 - Request news articles.
 - Include minutes...???
11. **SKIPS**
 - From Aug meeting - PW - Agreed policy to be done and ratified at AGM.
 - Greg to be asked to write Skips Policy ?
 - Letter to be sent to Plot Holders.(Include in newsletter?)
12. **Half yearly meeting** date will be Nov 16th
13. **Any Other Business**
 - PW – **Greg Egen retiring.** PW to act as Chair until Re-elections in May 2012
 - Committee want to mark his great contribution.
 - DF to email Greg
 - **New Trustee** to be elected (usually longest serving committee member (PW, DF) – JH considering position. DF to ask her neighbour.
 - **Queen's Diamond Jubilee Celebrations:** Sub committee to be set up

Meeting ended at 10:15 pm