



**HOLLY LODGE ESTATE MANAGEMENT COMMITTEE MINUTES
5 NOVEMBER 2019**

Attendees: Martin Narraway Chair & Trustee, Rob Schoenbeck Vice Chair, Peter Jacobs Trustee, Li Weinreich, Justyn Trenner Treasurer, Ronnie Day Secretary, Pippa Rothenberg, Rosie Durant

Apologies: B. Wheatley Manager, P. Wesley Trustee

Venue: Holly Lodge Estate Office

Time: 19.30

<p>1. Committee issues</p> <ul style="list-style-type: none"> a. minutes from 15 October 2019 approved and signed by MN b. matters arising from minutes: please see notes at end c. Half Yearly AGM: 20-Nov-19: LW will not be able to attend d. AGM Chair’s report: Chair should draw attention to code of conduct for meeting. Chair should field questions on trees/gardens etc 3 items to be voted on: <ul style="list-style-type: none"> • Governance: MN will assure residents that, although the committee has differing opinions on the tenure of members/trustees, it is up to the residents to decide on option A or B. • Budget • EV charging points e. Budget for AGM 	MN
<p>2. Health and Safety</p> <ul style="list-style-type: none"> a. LTAs, accidents, near misses: no news b. HLEC contractors: no news 	
<p>3. Finance</p> <ul style="list-style-type: none"> a. bank accounts/monthly financial report: RDur raised 3 points. JT clarified and will amend reports accordingly b. EMF update and non-payments c. HW007 non-payment and white line: letter to resident is still being written 	MN
<p>4. Insurance</p> <ul style="list-style-type: none"> a. Garage attempted break-in: door has now been fixed and claimed for on insurance (£450 excess) 	

<p>5. Operations</p> <ul style="list-style-type: none"> a. Estate Manager's report/forecast b. Skips: MA022, MM Engie LBC works. HW015 c. Memorial benches for P. Fawcett & M. Morton: discussion. (Post mtg: to be discussed further when BW returns to work, as more details are needed by the committee) d. Staff update: Sean Fairweather letter approved by lawyer. Application for leave of absence on hold. Dean L is now back at work. e. Roads and Paths update: work finished but snagging needs to be followed up, although no real change to the levels. f. Trees update: 6/7 trees need replacing. Other 'runts' will need replacing, budget permitting. LM Leylandii application will be sent to LB Camden by Wassells. (Approx cost £12,000 which is not in budget) Could be done on a 3-year plan BW to write to OA001 about dangerous dead tree on their property. Dead trees between RG and HLG adjacent to HWH will need to be taken down Ivy removal to be targeted. g. Robin Grove residents' queries: road surface: MN will write to R. Morgan to explain that specialized equipment will be needed for re-surfacing. abandoned car: LB Camden will put notice on car h. E-bikes update: BW will apply for no-parking zone for e-bikes. Residents will be informed by newsletter 	<p>BW/ALL</p> <p><u>BW</u></p> <p>MN</p> <p>BW</p>
<p>6. Estate Security</p> <ul style="list-style-type: none"> a. recent reported activities: general decrease in activity over the past month, but this can change very quickly. b. Mobile CCTV initiative update: meeting between MET, BW, RS and MN. New MET patented technology enables visual and ANPR data gathering at the same time from one single camera as required for issuing a ticket. MET will put a camera (no charge) on HLE. No yellow road lines needed. Up to 3-month trial, tbc with MET (usual previous criteria apply). c. MET stated that presently they do not pursue PCNs, as a previous HLEC has decreed as such. LW vehemently denied this fact. MN/RS will inform that PCNs must be followed up. d. Joynal: (see matters arising) 	<p>RS/MN</p> <p>RS/MN</p>
<p>7. Parking</p> <ul style="list-style-type: none"> a. MET monthly reports: see earlier 	

4.	Insurance No feedback yet from BW after her discussion with N. Relevey	
5	LA06 subsidence: awaiting delivery of dumpy	MN/BW
6.c)	Joynal: news about MET change of Joynal's shifts should have brought back to the committee for discussion.	