

THE HOLLY LODGE ESTATE

HOLLY LODGE ESTATE MANAGEMENT COMMITTEE 9 FEBRUARY 2021 19.30 ZOOM MEETING MINUTES

Attendees: Martin Narraway Chair & Trustee, Rob Schoenbeck Vice-Chair & Trustee, Ian Whittaker Treasurer, Pippa Rothenberg, Ronnie Day Secretary, Rosie Durant, Li Weinreich, Peter Jacobs, Barbara Wheatley Manager

Apologies: none

<p>1. Committee issues</p> <ul style="list-style-type: none"> a. approval of meeting minutes from 12 January 2021 b. matters arising from minutes: <ul style="list-style-type: none"> 3a: Xero lesson still outstanding: BW & PR to get together asap. 6b: RDur queried banners for van parking: these are a temporary measure to prevent damage to banks during wet weather and will be moved around the estate to various locations 9b: BW & RDur to walk estate to assess disable access c. April 2021 AGM: there is 1 vacancy on committee, but 3 vacancies are needed for election process. <ul style="list-style-type: none"> • PR to resign from HLEC, then re-stand for election. • IW has just started on committee as a co-opted member • 3rd vacancy still available d. Rotation of trustees to is still to be voted by plot owners at 2021 AGM. Look into Zoom method of voting at April AGM e. Joint Communications Group meeting on Friday 12 February with reps from houses, flats and nursery. 	<p>BW, PR BW, RDur</p> <p>BW</p> <p>RS</p>
<p>2. Health and Safety</p> <ul style="list-style-type: none"> a. LTAs, accidents, near misses: nothing to report b. HLEC contractors: none this month c. Weekly Covid tests offered to groundsmen 	
<p>3. Finance</p> <ul style="list-style-type: none"> a. bank account balances: £600k (Barclays £206k, Barclays deposit £298k, Close Bros £111k, Barclaycard balance outstanding £2k) b. 37 outstanding EMF reminder letters to be delivered on 10.2.21 c. LB Camden Purchase order for LA031 awaited d. LB Camden EMF Purchase order awaited (previous incorrect amount issued by LBC) e. Discussion re outward facing plot owner annual payments. 	<p>BW IW IW</p>
<p>4. Operations</p> <ul style="list-style-type: none"> a. Estate Manager's report/forecast b. Skips: LA025 	
<p>5. Estate Security</p> <ul style="list-style-type: none"> a. Security & Parking Zoom Mtg. RS followed up with BA resident RDur: chat monitor needed for Zoom public meetings Transcript of meeting not to be publicised, redacted form on website. Summary paragraph for the newsletter / website 	<p>RS</p>

<ul style="list-style-type: none"> b. Incident Log and summary: door-to-door salesmen still a nuisance and illegal during lockdown. Police response has been fairly speedy. 2 racist incidents have been recorded from salesmen c. Catalytic converter thefts concerns: although none reported, warning & reminder to be put in newsletter and WhatsApp d. ANPR update: MET: MN concerned about app screen for phones. ANPR cameras to be put in asap but not operational until signage produced. Discussed possibility that Joynal to be kept on part-time during ANPR trial: 3 days per week. BW to speak to MET what/if reduction is possible. 	<p>BW</p> <p>BW</p> <p>BW</p>
<ul style="list-style-type: none"> 6. Parking <ul style="list-style-type: none"> a. MET reports: 84 tickets issued in Jan 20 b. Van parking update: no applications received for van permits. Comments from residents: 2 positive, 1 very concerned c. EMS system: modification to email requesting confirmation of vehicles requiring permit still outstanding. d. 	
<ul style="list-style-type: none"> 7. Projects <ul style="list-style-type: none"> a. EV net income update: £35.21 in Jan 21. b. Yard update: 1 quote received, 1 awaited. 	<p>MN, BW</p>
<ul style="list-style-type: none"> 8. Gardens <ul style="list-style-type: none"> a. Gardens subcommittee update: OA resident proposal to be discussed on Zoom with Gerry and BW b. Stone wall builder: PR to chase up/re-schedule, maybe on Facetime/Zoom 	<p>BW</p> <p>PR</p>
<ul style="list-style-type: none"> 9. AOB <ul style="list-style-type: none"> a. 58 Hillway basement: MN has objected on behalf of HLEC CAAC. Individual objections should be received by LBC by 14 February. b. 6 Hillway house dilapidation: letter to be sent to legal owners to request tidy-up of front of house, garden and car (signed by MN) c. 91/93 Hillway to be finished by December 2021 d. Any further dilapidated properties should be mentioned to BW e. Green Book: PR, RDur & BW to meet f. Newsletter out w/c 14.2.21 	<p>MN</p> <p>PR, MN</p> <p>PR, RDur, BW</p> <p>BW</p>
<p>MEETING ENDED 21.10</p>	
<p>NEXT MEETING: 9 MARCH 2021 @ 19.30 ZOOM</p>	