

THE HOLLY LODGE ESTATE

HOLLY LODGE ESTATE MANAGEMENT COMMITTEE MINUTES 13 OCTOBER 2020 19.30 ZOOM

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

Apologies: none

<p>1. Committee issues</p> <ul style="list-style-type: none"> a. approval of meeting minutes from 9 September 2020: RDur required clarification on 4e Halloween. Bottom gate to be shut and manned for 3 hours. Top gate to be closed at 5pm. b. matters arising from minutes c. Half-yearly meeting: November 18th, 2020. Event cannot occur in person due to Covid-19 restrictions. Budget 2021 must be approved by plot-owners. Newsletter to announce details. Relevant papers and budget will be distributed to plot-owners by 4 November with a request for comments by 18 November. 	
<p>2. Health and Safety</p> <ul style="list-style-type: none"> a. LTAs, accidents, near misses: OA012 limb from Hawthorn fell onto car. Tree has now been felled. Claim now in the hands of insurers. b. HLEC contractors: Engie. Wassells. 	
<p>3. Finance</p> <ul style="list-style-type: none"> a. Outstanding EMF payments: OA010 now paid. No update on BA02. Confirmation found that HLEC had contributed £3k towards HW07 crossover. b. Bank account balances and MA: wish list requirements for 2021 should be sent to JT ASAP for inclusion in budget. <ul style="list-style-type: none"> • BW wish list: £10k for chipper and conveyor (Rationale requested by Chair for review.) • Resin/gravel path: charge to long-term reserves. 	
<p>4. Operations</p> <ul style="list-style-type: none"> a. Estate Manager's report/forecast b. Skips x 3: MA13, LA25, MM Engie c. Insurance cover update: commercial combined policy now with Aviva, saving of £1356. d. All other documents renewed as per 2019. e. RG Chestnut tree/Wassells update: now negotiated to £400 + VAT. HLEC to pay. 	

<p>f. Halloween update: top gate closed 5pm to 11am. Bottom gate manned by 2 staff and shut for 3 hours 5-8pm. Posters and information to be distributed to plot-owners. Police already aware, on patrol and can be contacted if CV-19 crowd violations experienced.</p>	
<p>5. Estate Security</p> <p>a. Incident Log: number of incidents have declined, probably aided by the Security Patrol during the summer.</p> <p>b. Security Patrol update: RS has spoken to a security patrol company and will follow up.</p>	
<p>6. Parking</p> <p>a. MET reports</p> <p>b. MET outstanding payments: large payment owed by resident will be dealt with by MET.</p> <p>c. Parking subcommittee update to inc. van parking policy: no-van policy will stay the same. May be reviewed in the future. Temporary permit on Langbourne van to be rescinded on 31 Dec 2020. Problem white van: solicitor has sent letter giving 28 days' notice. Will be moved to secured location on the estate</p>	RS/BW
<p>7. Projects</p> <p>a. EV Charging update: "Switch on" Friday 23 October. Information to be sent to residents.</p> <p>b. Yard update: will be 2021 at the earliest. Civil engineer is working on scheme. Estimate £60k</p> <p>c. Roads & footpaths update: resident's request for wider turning circles discussed.</p> <p>d. Sentry Hut: refurbishment of the Hillway Sentry Hut (bottom of the estate) £1,408.80 est. approved</p>	<p>BW/MN</p> <p>MN</p> <p>MN</p>
<p>8. Gardens</p> <p>a. Gardens subcommittee update: top bed in ornamental garden now planted. Wish list for refurbishment of both top roundabouts to be submitted. Cobbles at Tesco gate: BW to contact LB Camden for improvement.</p>	RDur/PR/RDay
<p>9. AOB</p> <p>a) Bicycle gates on LA: open cycle gate for a month trial and leave pedestrian gates open.</p> <p>b) Geoff Lee: flowers to be sent to Nancy Lee.</p> <p>c) Time limits on agenda subjects suggested by IW. Will send an example of other agenda.</p> <p style="text-align: center;">Meeting ended 21.40</p>	<p>BW</p> <p>BW</p> <p>IW</p>

NEXT MEETING 10 NOVEMBER 2020 19.30