

HOLLY LODGE ESTATE COMMITTEE
MINUTES FOR MEETING HELD ON Jun 11TH 2013
AT THE COMMUNITY CENTRE 7.35pm.

Present: George Donaldson, Dominique Florin, Olive Gatenby Trustee, Peter Jacobs Trustee, Darren Lennard Vice Chairman, Martin Narraway, Peter Wesley Chairman, Li Weinreich Secretary

Apologies : Joseph Holderness Trustee

Minutes Minutes of Apr 9th + May 14th approved & signed

1. Finance

- 1) EMF LW Jun 2013 half payments - 7 outstanding. Unpaid 2012 remains the same. 2013 Dec Unpaid - only 2 plots OG - Any new owners of any double plots should be informed of yearly EMF due to qualify for parking entitlements.

3. Camden Funding Dispute

- 1) Camden invoice to be sent soon even if there is no voters 2012 roll data from Camden yet using 2011 population data.

4. Parking

- 1) Untaxed car in HL Gardens now in owners driveway. MET to be instructed to ticket if not moved.

5. Estate Operations

- 1) LW Damaged electric gate. Insurance company admits liability of damage will pay for HLE staff labour costs but are querying cost of repairs and amount of deduction for wear and tear.
- 2) HLE provides staff work clothes for full time staff.
- 3) Roses will be planted this week in lower gardens
- 4) Committee approved purchase of JET washer online price of £718- LW to purchase and be reimbursed. Can be used to clean gates, roads, benches, steps etc.
- 5) Further purchase of 4 tons @ £168/ton of salt to replenish supplies approved.
- 6) Compost heap enclosure now to be built. DL to speak to ML about specifications.
- 7) Makepeace / Westhill gate being kept open whilst there are 4 Plot-owners doing building works. **ML to ensure closure at end of day.**
- 8) Makepeace gate repairs. Reg has informed ML that he has spoken to Metalcraft again about repairs. Taking a long time for repairs to be done. Painting to be done after repairs. OG Gate in Holly Lodge gardens still not working. **PW to speak to Reg.**
- 9) Garage roof repairs to be done by 14th.
- 10) PW Road repairs to be done by patching this year
- ~~11)~~ **Employees work schedule - LW to scan and email committee. Now to be done monthly**
- ~~12)~~ Next Staff quarterly meeting in August/September PJ & DF.

7. Summer party

PW Event went well and was attended by between 150-250 people. Feed back has been very positive with request to be done again next year. ML did an excellent job of children's games. All the staff showed good initiative when problems arose. OG start time may be better later than 12:00. PW 1 - 6 is a sensible idea.

Committee asked PW to buy flowers as a thank-you to those volunteers who served on the Sub-Committee that organised the Summer Party.

8. **DSLAMS**

- 1) MN met with BT today and issued enquiries to 2 contractors for building recesses.
- 2) BT to send way leave agreements when legal dept has completed forms.
- 3) There are no smaller DSLAM boxes currently available.
- 4) £600 incurred for design of recess
- 5) Many residents have been enquiring about DSLAMS.
- 6) OG pointed out that BT can give 3 months notice to take out boxes.
- 7) Next Step is to put the construction of the concrete recesses out for tender.

9. **Robin Grove**

- 1) PW Templates being done for coving stones to be made. Will take about 3 weeks.
- 2) OG - Weed roots growing through tarmac between woodchips & Westhill close to entrance, **PW to review**

10. **SKIPS POLICY**

- 1) PW Builders code to be included

11. **Trees PJ Report on Walk round with DF -**

10 trees need work or replacing. Holly tree in HL Gardens on bend by garden side is dying, Tree outside 15 OA may not survive, 2 may survive, 3 or 4 trees actually dead, 3 need trimming. Wassells to also make their report on trees. Ginkgo tree, which was a gift from Wassells, in roundabout may need to be moved as it will be too big for location, possible relocation to crest of hill at top of Hillway by gardens.

Crossroad trees: Langbourne Av SW corner old red tree is hanging in and needs assessing later in the year. 2 young chestnut trees - East side. Replacements issues to be discussed about size and type. All trees have difficulties, Wassells have offered to come and talk to committee about replacement of Horse Chestnut tree options. Committee discussed replacement options and pollarding of Lime trees which may need to be done next year.

PJ to circulate tree spreadsheet.

12. **AOB**

- 1) PW - family Centre Electrical works. Request to run cable from Community centre to new Family centre. It was agreed that no way leave will be required. Reinstatement after works to be monitored by ML. **DL to take photos before works start**. Contractors to pay for parking on estate. **ML to monitor contractors parking**.
- 2) 1 Makepeace Ave works. Committee discussed this at length and agreed to MN proposed charges according to HLE policies + Camden charges for parking bay for length of works. Additional charge may apply if any more bays are required for access purposes. Photographic record will be taken of current state of roads and verges before works start. Any damage will be reinstated to this condition.
- 3) Skips Policy DL committee started discussions on review of current HLE policy. Initial purpose of skip charges to stop long term parking of Skips on estate roads has been successful. Committee should now review policy for long term building works on estate.
- 4) **Insurance policy** LW August renewal to be reviewed. DF ask broker to go to tender.
- 5) DF A business being run from Langbourne Av resident house and causing noise disturbance to neighbours. Committee discussed Estate regulations about businesses run in HLE. Committee to write about non compliance with HLE covenants.
- 6) Bins outside community centre. OG spoke to representative at Camden Resident event about bins and was told that bins would not be left outside and cover would be made for bins. **OG to write drtaft to LW to contact Susan O'Hara**. Drains by 39 Langbourne Mansions has collapsed, sewage spilling out. ML to call Thames water.

Jun 11th 2013: Meeting ended 21:55