

Hebble Wharf Residents and Owners Association

Minutes meeting 7th March 2017

Present: Howard Dodgson, John Hodgkins, Norah Keany-Corr, Pam Hodgkins, Yvonne Berns, John Corr, Anne Lea, David Lumb, Paul Stables, Andrew Booth, Tim Lee, Mandy Wright, Andrew Wright, Andy Imrie, Martin Winham, Gavin Mearns (LIV)

Apologies: Imran Chouglay, Roland Stross, Russ Moran, Martyn Kenna, Helen Firth, Freddie Coupe

Introduction – NKC welcomed the group and gave an overview on why the association was formed, key objectives of the association and progress to date

Election of Officers & Committee Members took place with the following agreed:

Chair – Norah Keany-Corr

Vice-Chair - Imran Chouglay

Secretary – Yvonne Berns

Treasurer – Andrew Wright

Member - John Corr

Member – John Hodgkins (web & media)

Member - Andy Imrie

The Constitution;

- All were informed that the document is available on the website; attendees were invited to view and leave comments if needed. After a general discussion, and input from GM (LIV), it was agreed that the constitution be reviewed vs the ARMA regulations. **Action: NKC & JC**
- Meeting will be inclusive of non-residents
- Membership was agreed at £10 per apartment
- One vote per apartment

Parking – GM updated on the current situation and the plans for the wasteland between the residential block and the bus garage. Attendees are keen to improve parking availability therefore, GM agreed to enter into discussions with the commercial landlords to investigate possible options for HW residents. **Action: GM (LIV)**

Pressure washing outside the main entrance has disturbed the block paving as sand has been washed away during the works. GM stated that parking in this area shouldn't be happening as it was never meant for heavy duty usage? **Action: GM to investigate**

Security – The recent thefts of bicycles highlighted several concerns;

- CCTV footage has not been working and footage was not being recorded suggesting that regular checks by Peter were not taking place. Post flagging this GM has taken action and the system is now in full working order. **Action: GM to add regular checks to Peter's responsibilities**
- The garage was not covered, only an external camera monitoring the garage door? JC cited this as an H&S issue and all agreed that the garage should be covered by the CCTV system. Attendees requested that LIV instigate an audit to establish "gaps" in coverage/where cameras are pointed, along with costs for any potential additions should The Association agree these are required. **Action: GM**
- Fire doors are regularly being left open
- YB flagged that commercial units are still disposing of their waste within HW refuge disposal area, gaining access via the garage door. **Action: GM to investigate why access/key has been issued.**

Potential purchase of the Head lease:

- JH gave an overview on progress to date and shared information on liabilities should we progress to purchase. These include quarterly estate fees, council tax, utilities, and estate maintenance. GM explained that in the main, these were the same as currently being paid however there would be a potential £24.5k liability for estate service charges. GM also stated that there was a "considerable under-spend" in 2015/16 FY
- Liabilities flagged that exterior maintenance should be completed frequently (min every 5 years), as this has NEVER taken place, this was flagged as essential work to be completed. This should also be flagged as a "condition of sale" should the purchase go ahead. **Action: GM to progress**
- **Headlease holder's obligations to make repairs** – JH asked for clarity on where these start and stop? **Action: GM**
- **Structural survey** – **Action: GM** to check if a survey of the building fabric (external finishes, conduits and roof) has taken place since the build in 2008. It was noted that costs would be met by HWRA should the purchase of the Head Lease go ahead and a survey be required
- **Sinking Fund** – **Action: GM to update on current value**
- **Shares** – it was agreed that 58 be on offer (one per apartment), with an indicative cost of £3,600 per share. As ground rent income is below that previously expected, investment potential is now likely to be around 3%. **Action: JC to contact all**

interested parties with a proposal for purchasing shares. Commitment to be secured by 15th March 2017, ensuring we have all relevant information to make a final decision before our March 21st deadline

AOB – General discussion took place ref the long-term plans for Hebble Waterfront. **Action:** DL to share the date for the forthcoming open day/meeting

Date of Next Meeting – TBC