



HEBBLE WHARF  
RESIDENTS' & OWNERS' ASSOCIATION

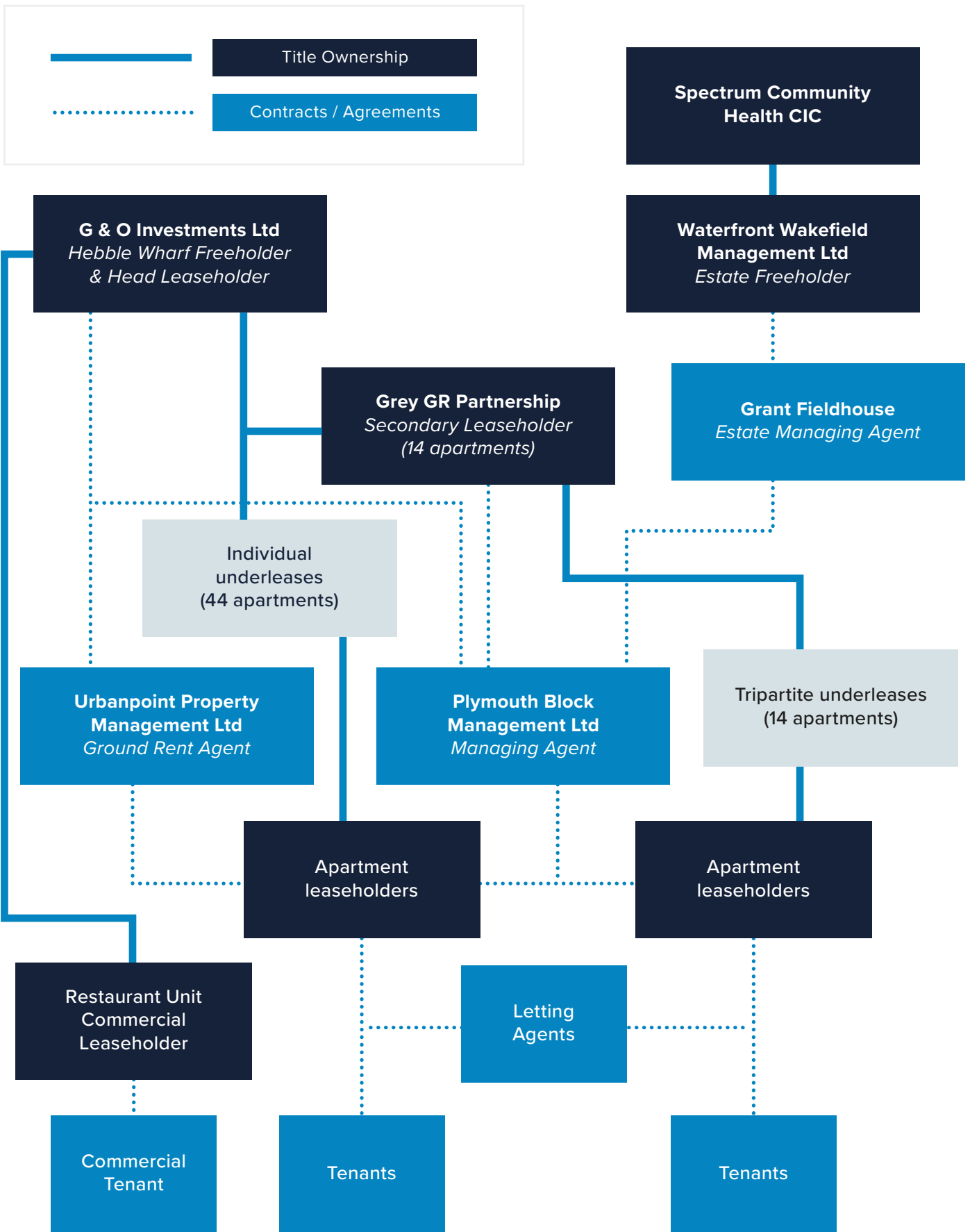
# ANNUAL GENERAL MEETING

NOVEMBER 2020

## DRAFT AGM AGENDA

1. Welcome and Introductions
2. Chair's Report
3. Treasurer's Report
4. Minutes of 2019 AGM
5. Managing Agent and Block Maintenance
6. Block Finances
7. Five Year Maintenance Plan
8. Election of new Association Committee
9. AOB

# OWNERSHIP & MANAGEMENT TREE UPDATE



# SUMMARY OF FINANCIAL IMPACT OF THE FIVE-YEAR MAINTENANCE PLAN

Consolidated to show expenditure required in each area of the building

		Year 1	Year 2	Year 3	Year 4	Year 5	Sub total
		£	£	£	£	£	
Main Roof	Repairs to damaged ridge capping	8,000					8,000
	Install walkway system to protect roof	8,000					8,000
Flat roof over central core	Repairs to flat roof, flank walls and cappings	4,450	4,000		16,000	2,700	27,150
	Install walkway system to protect roof	3,500					3,500
Pyramid roof (west block)	No work identified						-
Brickwork	Clean & repair hopper heads					2,500	2,500
	Cleaning and moss removal	250	400	750			1,400
Timber & Zinc Cladding	Clean and repair rain screen gutters	800	200	3,700	2,700	200	7,600
Render system	Cleaning and repainting	1,050				15,000	16,050
Main entrance door	Routine maintenance - check weather strips	300	300	300	300	300	1,500
4th floor balconies	Replace handrails and fixings	2,000		2,000	2,000	2,000	8,000
	Water ingress through capping and decking	TBA					-
1st-3rd floor balconies	Handrail and decking repairs	TBA					-
External fire escape	Repairs to timber cladding and handrails	350	800	350	50	4,050	5,600
Garage & Basement area	Door repairs	200					200
	Structural steelwork repairs	6,000					6,000
	Rainwater management	6,000	3,500				9,500
	Repairs to leaking water pipes	3,000					3,000
	Reinstate fire protection	1,500					1,500
	Bin store vent & rubbish removal	750	50	50	50	50	950
	Reinstate water damaged door frames		1,500				1,500
Restaurant unit	Water ingress to restaurant and lower basement	7,100					7,100
Entrance & Stairs	Repair roofing and water damage to walls	850	6,500				7,350
Service cupboards	Remove debris and check fire protection	1,000					1,000
Fourth Floor	Plaster, woodwork and ducting repairs	5,300					5,300
Corridors and landings	Carpeting, doors and decoration	6,900	6,800	6,800	6,900	6,800	34,200
							-
	<b>Sub Total - Five Year Maintenance Plan</b>	<b>67,300</b>	<b>24,050</b>	<b>13,950</b>	<b>28,000</b>	<b>33,600</b>	<b>166,900</b>
							-
<i>Funding in 2020/21 budget</i>	<i>Reserve Fund - balance carried forward**</i>	46,992					46,992
	<i>Reserve Fund allocation - schedule A</i>	3,500	3,500	3,500	3,500	3,500	17,500
	<i>Reserve Fund allocation - schedule B</i>	3,500	3,500	3,500	3,500	3,500	17,500
	<i>Reserve fund allocation - Car Park</i>	500	500	500	500	500	2,500
	<i>Repairs and Maintenance - schedule A</i>	14,000	14,000	14,000	14,000	14,000	70,000
	<i>Repairs and Maintenance - schedule B</i>	12,500	12,500	12,500	12,500	12,500	62,500
	<i>Repairs and Maintenance - Car Park</i>	1,000	1,000	1,000	1,000	1,000	5,000
	<b>Sub Total - Maintenance Funding</b>	<b>81,992</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>221,992</b>

NOTES                      \*\* Reserve Fund balance at bank at start of year was £8,392 reflecting uncollected service charge arrears (£15k) and other liabilities against the service charge account. A full reconciliation has been requested from PBM.

A further Section 20 levy is likely to cover the works required to address ongoing water ingress to the building.