

BRENTFORD DOCK LIMITED
Minutes of the 560th
Board Meeting held in the Board Room
on Thursday 9th April 2015 at 7pm

PRESENT: Ann Howe (AH), Mike Edwards (ME), Veronica Wray (VW), Paul Booth (PB), Pat Monro (PM), Phil Stephenson (PS), Charles Kraus (CK)

IN ATTENDANCE FROM MR&Co: Adam Goldwater (AG), Jonathan Wheeldon (JW)

IN ATTENDANCE: Kath Richardson (KR) – Minutes Secretary

560/1 Apologies for Absence

John Antrobus (JA), Carol Cherriman (CC)
Roy Swainston (RS) proxy with AH
Katherine Baxter (KB)
Chris Birch (CB) proxy with ME
Leslie Ferber (LF) proxy with ME

560/2 Minutes of Previous Meetings

559th (March) were approved with minor amendments.

Proposal: That the minutes of 559th meeting (March) are accepted as a true record of the meeting.

560/3 Agree items of AOB

A Parking

560/4 Matters Arising: None

560/5 Other Business: None

560/6 Michael Richards & Co Reports

1 Service Provider KPIs

a) Facilicom KPIs

Facilicom's KPIs passed as Green

b) Gingko KPIs

Gingko's KPIs passed as Green

c) Trigion KPIs

Trigion's KPIs passed as Green

2 Paving Works

Proposal: to proceed with the Acanthus proposal for full design work and project management.

Brief to include, but not be limited to materials, disabled access, timescale, frontage of Security Office, with multiple options to be proposed. MR&Co explained that this was the most impressive proposal received and they have worked with this company before.

3 Cleaning/Security Contracts

Concern about whether should implement the LLW. ME pointed out that only 20,000 businesses in London have.

Proposal: to formally agree a phased increase to LLW for cleaning contract.

4 Walkway (Marcus Court)

Residents have been given 2-3 weeks to consider solutions which will be brought to next meeting.

5 Office-to-Flat Conversion - BDEL

AG has identified a new project manager for this job (Matthew Hayes of Dunphy Hayes) and AH and VW have met him to discuss the project. He will also take over all the pre-build preparations such as arranging for the asbestos removal works, NHBC permission, etc.

560/7 Reports, including those of Committees:

A. Minutes from other Committees.

1 Legal and Contracts Committees

The minutes from the meeting on 26th March were circulated at the meeting. Further discussion took part in the Private part of meeting.

2 Maintenance Committee

The minutes from the meeting of 24th March were circulated prior to the meeting. The backlog of jobs is down to 30 or so rather than a few hundred. RP employment and maintenance work discussed further in Private part of meeting.

3 Finance Committee

The minutes from the meeting of 30th March were circulated prior to the meeting.

B. Decisions taken Out-of-Committee

Insurance Renewal (covers BDL and BDEL) agreed.

C. Chair, Deputy Chair Election

Discussion moved to Private part of meeting.

D. Martindale Fund – May, Sponsored Walk through Dock.

Hounslow charity would like to walk through the Dock as part of a sponsored walk. Board agreed to allow a maximum of 20 on this walk but to make clear it is a special exception and that there would be certain restrictions.

E. AGM 2015 - It was also suggested that the AGM should be held in October/November, with Management Surgeries in September.

560/8 Any Other Business -none

Next meeting: Thursday 14th May at 7pm