

BRENTFORD DOCK LTD

Minutes of 599th Board Meeting

10th May 2018 @ 7.00 pm

PRESENT: Veronica Wray (Chair –VW), Mike Edwards (Deputy Chair – ME), Chris Birch (CB), Karen Kemble (KK), Aneeta Cameron (AC), Adrian Greenhalgh (AHG), Katherine Baxter joined meeting 8.00 pm (KB)

IN ATTENDANCE FROM MR&CO: Adam Goldwater (AG), John Antrobus (JA)

IN ATTENDANCE Minutes Secretary Joanna Houghton

599/1 Apologies for Absence - Leslie Ferber, Paul Booth and Brigid Scott Baker. All proxies given to Chair.

599/2 Minutes of Previous Meeting (598 12 April 2018) - The Minutes of Meeting 598, held on 12th April 2018, were passed unanimously as a true record.

599/3 To Agree Any Other Business Items

- a) Greenhouse
- b) General Data Protection Regulations
- c) Heating
- d) Churchyard weeds/boundary
- e) BBQ Area
- f) Club Room Use
- g) Tree Survey

599/4 To Dispose of Business if any remaining from last Meeting - None.

599/5 To receive such communications as the person presiding may wish to lay before the Board - None.

599/6 To receive and consider written reports and any other reports from the Company's Managing Agents, Michael Richards & Co.

MR&Co Management Report

Item 1. Service Provider Key Performance Indicators (KPIs) – the May OSC had been cancelled and therefore Board's decision was required for Service Provider KPI's. The Board had a few minor questions regarding their reports which were fully answered. Directors then voted unanimously to pass all service providers' (Trigion, Facilicom & Gingko) KPIs as 'green'.

Item 2. Replacement of Current Site Vehicle - Directors reviewed and discussed the paper presented that had five vehicle options. The first two options, were electric and therefore near silent and these were the main preferences. The ongoing cost of batteries versus diesel was discussed and costed at £2,000 to replace the 8 batteries approximately every 5-7 years; other maintenance costs were favourable. It was considered that the environmental aspects (noise and pollution) were important and MR&Co informed Directors that background noise on the Dock was around 50 decibels; the current John Deere tractor gives out 90 decibels. The Board suggested and agreed by

unanimous vote, that JA, RP and Ginkgo staff should visit the local dealership and test drive both electric vehicles discussed and make the choice.

Item 3. Electricity in Garages

Directors had given this item a great deal of thought and discussion and now agreed that a 'pilot' should be trialled. This will include the electricity supply for lighting, 1x10 amp socket and power for the use of electric doors. Directors discussed increasing the power available to allow for charging electric cars but decided that it could not be the remit for this pilot scheme as the Dock's current power infrastructure was incapable of supporting its widespread use. Directors agreed that residents would be informed of this pilot, via the Newsletter. The parameters of the scheme, i.e. provision for lighting, electric doors and one 10 amp socket would be made clear to the residents who had first requested this provision. The cost of both the installation and electricity (separately metered) would be paid for exclusively by those residents who chose to take part in the pilot.

Items 4. Path Refurbishment.

The disagreement between the path contractors and manufacturers had now been resolved by Ray Pocock, BDL's Maintenance Manager and a solution had been found that both parties had now agreed on. Directors asked that RP should be thanked for his assistance in this matter.

The path refurbishment will go ahead and the remaining paths will be renewed this year, as agreed, in planned stages. JA stated that the Office would be working with the contractors to plan the works which would include an area for material storage. An update on this project will be given at the next Operations Support Committee meeting.

Item 5. Timber Windows/Redecoration

JA informed Directors that there had been further residents taking up the special window replacement offer for those owners who still had the maintenance intensive original wooden windows.

599/7 To receive and consider any other reports, including those from committees.

A) Minutes from other Committees – Two sets of Finance minutes, 26th Feb and 30th April 2018 were distributed.

B) Decisions taken out of Committee – none.

C) Dock Road/CPO Update – LBH had sent a letter to all residents informing them that the Compulsory Purchase Order (CPO) was now ratified (following BDL's unsuccessful appeal against it). The Board had sent an explanatory letter to residents as some had been concerned that the CPO applied to their properties rather than to Dock Road. VW/ME updated Board on the ongoing negotiations. They had asked BDL's solicitors to contact Ballymore's solicitors to clarify why there was a delay in finalising the contract. VW/ME will continue to chase and update Board as the matter progresses.

D) Regeneration Update – Playle & Partners were continuing to work on the feasibility study and, in addition, had sent in a fee proposal to cover the cost of providing an internet version of the consultation (which Board had requested) to allow for greater participation by residents. This will be posted on the Dock website as soon as it becomes available from Playle.

E) Community Exercise Facilities – Following on from the residents’ consultation meeting with Playle & Partners and the request by many residents for more exercise/games provision, VW felt that some sort of community facility could be provided on the Marina roof for the summer. An outline draft plan proposed various facilities with a netted football pitch (at the far end of the roof nearest the river) - it was also considered whether this could be put inside the warehouse to reduce the noise, but it was agreed that the warehouse was currently an unsuitable environment for unsupervised use. Directors discussed these ideas fully, including issues on controlling access for Dock residents only, supervision of children, noise levels to local residents, placing play facilities all in one area, etc. Ultimately it was agreed that providing a football pitch would lead to too much noise. Instead Directors thought that providing a play area for younger children, supervised by parents/carers, would mean that the noise levels would be controlled by the adults.

It was agreed that the current facilities; the table tennis tables around the Estate were well used by children and adults and the facilities proposed could be used by all ages too. Some Directors had spoken to the children out playing at last half-term and agreed that although they did want to play football they thought that other games, such as badminton could be an option.

Several Directors questioned whether it was necessary to provide an exercise / play area at all. MR&Co. mentioned that provision of play areas is now part of any planning permission for housing projects and - with a changing demographic on the Estate - it seems reasonable to consider the needs of younger residents.

The meeting discussed using other areas around the Estate for additional games facilities but felt that the Marina roof was the best space.

The Chair agreed, to take on Directors’ views and to work with the Office to reassess the provision of exercise machines, a badminton court, or similar, more table tennis tables, an under 5’s area with a sandpit etc. and seating area for parents to sit and watch their children. Further plans would be brought back to the next Board meeting.

599/8 Any other Business (agreed at start of meeting)

- a) Greenhouse** - The greenhouse was being used on a regular basis and plants were grown for the *Brentford in Bloom* competition. AHG had replaced the window openers and broken panes and notified Directors that every Sunday morning he and other gardeners held a plant sale at the greenhouse.
- b) New General Data Protection Regulations (GDPR)** Most Directors had attended an external seminar to learn more about the new regulations and they confirmed that the Board will be working with an external expert organisation to update their data policies and procedures to reflect the new GDPR legislation.
- c) Heating** – Directors requested if MR&Co. had organised a date for the contractors to switch off the heating. MR&Co confirmed that they would arrange for the turn-off based on weather forecasts and availability of engineers.
- d) Churchyard Weeds/Boundary** – MR&Co. asked the Board if the gardeners could strim or spray this area to provide definition of the boundaries, in the light of the Church redevelopment. Directors agreed that the gardeners should strim the area, but not to use

weed killer (due to bee population), and to ensure boundary posts were visible and if necessary to provide basic boundary fencing between the posts.

- e)** BBQ Area – The Chair raised the issue of the large number of users of this area during the weekends and asked whether the time had come to consider ‘gating’ this area, to ensure that only residents used the area. It was agreed this issue should be given a fuller discussion at a future meeting.
- f)** Clubroom Use - KB asked the Board’s approval to organise a spiritual/meditation meeting in the Clubroom. Directors made clear that the Clubroom cannot be used for political or religious parties but this idea, to provide spiritual provision, would not have any link to a Church, or religion. Directors agreed that KB could explore this idea further.
- g)** Trees – The tree consultants had carried out further inspections, plus a safety survey and would draw-up a replanting specification of works to go out to tender. It had already been expressed that any new planting would mean reasonably sized young trees, not just saplings, to replace any felled trees and this planting would be carried out in the autumn / winter when conditions are favourable.

MR&Co and Minutes Secretary left meeting at 10.00 pm

Date of Next BDL Board Meeting

14th June 2018 @ 7.00 pm