

Iroko Management Committee

Minutes for the meeting of the 7th of May 2009 held in room 2.35 of the James Clark Maxwell Building between 7pm and 9pm.

Those present were:

	Name	Position
MB	Michael Belayneh	Iroko Management Committee
GB	Geoff Brennan	Iroko Management Committee
GH	Guy Hanscombe	Iroko Management Committee
PH	Paul Hutchins	Iroko Management Committee
IN	Ian Noonan	Iroko Management Committee
RM	Richard Mallett	Iroko Management Committee
AOL	Andy O'Loughlin	Iroko Management Committee
PR	Pippa Roberts	Iroko Management Committee
KW	Krissie Wagner	Iroko Management Committee

Apologies were received and accepted from:

IB	Ingrid Babb	Iroko Management Committee
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The following were not required to attend the meeting.

Christina Czechowski (Housing Manager, Coins Street Subsidiaries (CSS))

Sam Atkins (Housing Manager, Coins Street Subsidiaries (CSS))

Minutes of the meeting

Minutes	Action
<p>Minutes of Management Committee (MC) meeting of the 2nd of April 2009 Minutes were accepted and signed by the Chair.</p> <p>PH drew attention to the omission of a vote of thanks for the previous MC. It was agreed that GB should identify previous members and write personally to thank them for services to MC in 2008-2009.</p> <p>Matters Arising. IN confirmed acceptance of the position of Member for Participation.</p> <p>AOL has passed bank details to Pete Stephens of CSS. IN also confirmed his willingness to be a signatory.</p> <p>SE is in process of costing out project for cyclical maintenance for lobby areas.</p>	<p>GB to write letters.</p>

<p>AOL reported that it was not possible for Iroko to have VAT exemption. Not possible for charities or any other co-operatives.</p> <p>AOL confirmed previous arrangements for child care during MC meetings as follows: 1 child, member can claim £15 2 children, member can claim £20 Payment for more than 2 children needs to be negotiated between member and Treasurer.</p> <p>Meeting dates confirmed and circulated. GB queried the August date for special general meeting. AOL explained that August date was outside of MC control due to timetable of budgets and CSS tariff setting.</p> <p>GB confirmed receipt of Iroko computer and printer. PH arranging for computer to have annual check-up.</p> <p>MC not required to donate to Easter Egg hunt as no Iroko children participated.</p> <p>Other matters arising covered within agenda.</p> <p>Clarification was given from PH regarding water stopcocks. Contrary to previous minutes, handover of properties had occurred before faults were discovered. MC tasked with identifying households with problems prior to action being taken.</p>	<p>MC to identify households.</p>
<p>Correspondence 2 items of correspondence had been received and responded to. These had been circulated prior to the meeting.</p> <ol style="list-style-type: none"> 1) Letter from Iroko members following CSS letter about claim the household was keeping a dog. Members wrote to deny accusation and asked for apology. CSS and MC Secretary responded. No further action deemed necessary at this point. 2) Letter from household re outstanding issue of payment for broken window. Not enough information in letter from household. CSS and MC Secretary invited household to supply more information. 	<p>Review at next MC</p>
<p>Treasurer's Report Monthly Arrears report & Management Accounts circulated prior to meeting. AOL gave verbal report to these papers. Asked MC to note that amount owed by all tenants on the increase after previous decrease. To be monitored. Also asked MC to not higher than budgeted figures for Audit. Unclear as to why this is AOL to seek clarification. AOL reported that a small number of claims for compensation following heating/boiler issues being processed. Outlined that many residents confused as to who will fund compensation. MC felt that this confusion often to do with</p>	<p>AOL to seek clarification re Audit expenditure.</p>

<p>difficulties in appreciating complex landlord relationship as technically MC is landlord for tenant and CSS landlord for MC. Therefore tenant claims from MC who in turn claim from CSS. Although not happened, there could be an issue where MC agrees claim, but CSS queries payment which would mean costs would have to be met by MC. In many situations liability clear, but MC need to be aware should difficulties arise in future.</p>	<p>MC to note AOL's report.</p>
<p>CSS and Coin Street Community Builders (CSCB) Report CSS report received and noted. No additional actions needed at this time.</p> <p>Report from CSCB tabled as some MC members had difficulty accessing electronic version. Report noted. No additional actions needed at this time.</p>	
<p>Sub-Group Reports</p> <p>Maintenance. PH brought an issue of outstanding compensation claim following flood damage to MC's notice. Following discussion, AOL made the following proposal: <i>"That PH be given the authority to act for the MC to agree a compensation claim for 95b Upper Ground regarding replacement of carpet in light of flood damage provided amount does not exceed £300."</i> Seconded by GH. Show of hands vote: For – 8, Against – 0 Abstention – 0. Proposal accepted.</p> <p>Participation. IN reported plans for a survey over the next few months. Plans to begin with postal survey and follow up with visits to all households who agree to contribute. KW offered assistance.</p> <p>Pest Control PR reported 13 responses to postal survey. Will collate returns and report back to MC. Noted that 3 applications to keep cats as pets (as identified necessary to control rodent infestation) had been returned in conjunction with survey returns. MC decided to keep applications on file until clarification of cats as pets been agreed with CSS and MC landlords.</p> <p>Car Parking. RM has received handover from previous MC member for Car Parking. Is to continue investigation into bollards for spaces. GB informed MC of papers for Car Parking in files passed on by previous secretary.</p> <p>Membership. MB reported that interviews for membership had occurred for 1 new member. Proposed that this person be accepted as member. KW declared conflict of interest in the matter. Remaining MC members</p>	<p>PH to negotiate claim on behalf of MC.</p> <p>IN to report back in 3 months.</p> <p>GB to write to 3 households explaining action.</p> <p>RM to be given files.</p> <p>KW to clarify training programme for new</p>

<p>voted to accept MB proposal. MC discussed growing numbers of members who have not received training.</p> <p>Gardening GB reported 1 meeting since last MC. Poor attendance from members, but notification sent out at short notice and meeting held on bank holiday. Good participation from Iroko children.</p>	<p>members with CSS</p>
<p>Agenda Items Secretary files. GB reported receipt of files from last MC. Will distribute relevant sub-group papers to relevant members. Also reported a number of confidential papers.</p> <p>Iroko Housing Co-Operative Policy Review. MC noted that not enough time to cover this item. Decision made for MC members and CSS to send comments on new policies to GB for collation prior to next MC and for this item to be taken following matters arising. GB to contact Blaise Lambert to inform of delay.</p>	<p>GB to contact CSS re storage of confidential papers</p> <p>For MC and CSS to send comments to GB by 22nd of May.</p>
<p>Any Other Business Planning proposal for LWT building works. MC discussed recent notification for changes to LWT building following correspondence on application from Waterloo Community Development Group. Various issues of concern regarding disruption to Iroko households. Decision taken to write in objection to proposal. MC also decided that general membership should be informed of this objection and invited to respond individually.</p>	<p>GB to write letter of objection and circulate to general membership.</p>
<p>Next Meeting of Management Committee Thursday 4th of June 2009 from 7-9pm, room 2.35 of the James Clark Maxwell Building.</p>	

Signatures:

Name and Position	Date