

BRENTFORD DOCK LIMITED
Minutes of the 559th
Board Meeting held in the Board Room
on Thursday 12th March 2015 at 7pm

PRESENT: Ann Howe (AH), Mike Edwards (ME), Veronica Wray (VW), Paul Booth (PB), Roy Swainston (RS), Katherine Baxter (KB), Pat Monro (PM), Chris Birch (CB)
from 8:13pm

IN ATTENDANCE FROM MR&Co: John Antrobus (JA), Carol Cherriman (CC), Adam Goldwater (AG), Jonathan Wheeldon (JW)

IN ATTENDANCE: Kath Richardson (KR) – Minutes Secretary

559/1 Apologies for Absence

Leslie Ferber

Phil Stephenson

Charles Kraus – proxy with ME

559/2 Minutes of Previous Meetings

557th (February) were approved with minor amendments.

Proposal: That the minutes, once amended as agreed, are accepted as a true record of the meeting.

The Board received the February Management Minutes 558th.

Proposal: That the two types of Board meetings are to be named Management and Strategic.

559/3 Agree items of AOB:

A Trees

B Dock Road

C Asbestos

559/4 Matters Arising: None

559/5 Michael Richards & Co Reports

1 Window Policy / Design Guidelines

Proposal: Accept Fee Proposal from Acanthus Architects to create standard permissible design guidelines for all external alterations to properties:

2 AGM

4 surgeries were held, which were attended by 7 or 8 people. Newsletter goes out tomorrow.

Notifications of surgeries went out with AGM notice and therefore only went to shareholders.

Agenda has been sent out.

3. Website / Residents' Handbook

Shareholders' Handbook should go to print tomorrow after some final updates and the Residents' Handbook has gone to the printers.

5. Estate Insurance – CC has quote from existing insurer; has met with another broker who will respond next week.

559/6 Reports, including those of Committees:

A Record Decisions made out of Committee

Agreed to grant 2 leases: 99 year on 2 Augustus Close and 999 on 3 Justin Close from 1978. 1 against

B Reports from Committees

1 Contracts and Legal

The minutes were circulated prior to the meeting.

2 Finance Committee

11th Feb report was previously circulated and report of 4th March was circulated at the meeting.

559/7 Any Other Business

A Trees

Otho resident would like trees in front of their property pollarded. Arboriculturalist will be briefed to consider issue.

Action: Management Board.

B Asbestos

MR&Co will retrieve costs from owner further to internal work as work in flat liberated asbestos panel which was then left outside flat, unsealed and was left in bin room. The incident required a consultant call out on the day. Owner has been told he will be sent bill for clean up. Owner discussed with MR&Co but gave misleading information. RS also discussed asbestos with owner asking whether builder was aware - they confirmed he was aware. JW has maintained full action log of the sequence of events and communications.

Next meeting: Thursday 9th April at 7pm