

BRENTFORD DOCK LTD

Minutes of 589th Board Meeting

11th May 2017 @ 7.00 pm

PRESENT: Veronica Wray (Chair –VW), Mike Edwards (Deputy Chair – ME), Karen Kemble (KK), Phil Stephenson (PS), Ade Greenhalgh (AHG), Brigid Scott Baker (BSB), Chris Birch (CB), Paul Booth (PB)

IN ATTENDANCE FROM MR&CO: Carol Cherriman (CC), John Antrobus (JA)

589/1 Apologies for Absence - Leslie Ferber, Katherine Baxter, Roy Swainston.

589/2 Minutes of Previous Meeting (588 9th April 2017) were accepted as a true record.

589/3 To Agree Any Other Business Items

- a) Regeneration Group
- b) Road Resurfacing - Augustus Close
- c) Tree Management Strategy Report

589/4 To Dispose of Business if any remaining from last Meeting

None.

589/5 To receive such communications as the person presiding may wish to lay before the Board. None.

588/6 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 KPI's – All 3 companies who provide our cleaning, security and gardening services were passed 'green' at the OSC meeting. (NB: MR&Co.'s KPI's are discussed and voted on during the private part of the Board Meeting)

Item 2. Recycling/Bulk Waste Consultation

It was agreed that the Chair would circulate a letter to shareholders to explain that the proposal for the bulk waste re-siting, as per the recent Section 20 Notice, would be reconsidered and Board would consider an alternative proposal. An item will also be included in the monthly Newsletter and be posted on the website.

Item 3 – Red Tarmac Path Refurbishment

JA circulated a document that set-out the background and the proposal for the work which is to accompany the Stage 2, Section 20 Notice. The document would be sent to shareholders with a note regarding the "trailing" of 3 table tennis tables. The flexi-

pave samples will form the base for the trial of 2 table tennis tables on the riverfront (Stone Age Bronze) and in the area between Maurice & Servius Courts (Signal Red) the third site already has a concrete base. All residents will be asked to comment on the 2 colours and to notify the office of their preference. A piece will be included in the monthly Newsletter.

Item 4 – Air BnB / Holiday Lets

Directors agreed that the new regulation, as advised by BDL solicitors, Curry Popeck, will now be adopted. The regulation will be circulated to shareholders and added to the website.

Item 5 - Riverside / BBQ Area: Fire Damage

Given our gardening contractors' expert advice that as it would take many years for any re-planted shrubs to significantly grow to a height/width to fill in the damaged area, Directors agreed to proceed with removing the section of damaged shrubs and trial an alternative idea. This would be to open-up the river view in the damaged area, install two bench seats, and a safety railing (in keeping with the others on the riverfront) and plant some low-level rose bushes. This work will be completed as soon as possible so that residents can enjoy the summer weather.

Item 6 Water Source Heat Pump / Metering

Board agreed that JA would arrange a meeting with the company, Aqualor Energi, who are experts in this field, in order to give directors some background information on the new government metering legislation and also the possibilities available for water source heat pumps as an additional means supplying energy for the Dock.

589/7 To receive and consider any other reports, including those from committees.

A) Minutes from other Committees

Finance Committee meeting 4th May 2017. Following extensive discussion with MR&Co, at this Finance meeting, regarding BDL's credit control provision directors agreed to move this work away from Curry Popeck and to move it to Machins LLP, as they were considered to be more cost-effective for this work: MR&Co's finance department, having used them successfully for many years.

589/9 Any other Business (agreed at start of meeting)

- a) **Regeneration Group** – JA / CB reported that they had had a positive meeting with one of the companies who had responded to BDL's invitation to tender and they had put forward many ideas to consider. There is one other company to meet, which will be organised asap.
- b) **LBH Road Resurfacing - Augustus Close** – JA confirmed that some parts of the Estate would be inaccessible at certain times. However, LBH had

circulated several letters to residents to forewarn them and had put notices on the cars parked in Augustus Close. The Management Office had notified residents through the Newsletter and also dealt with enquiries in the Office.

- c) **Tree Management Strategy** Report – The Board has commissioned a professional arboriculturist to review the condition of the Dock's 362 trees and advise on a strategy to manage them going forward over the next 20+ years. This report will be presented to Board at the next meeting and will provide a guideline for forward plans for the tree stock on the Estate.

MR&Co and Minutes Secretary left meeting at 10.15pm

Date of Next Meeting

8th June 2017

BDL Board Meeting @ 7 pm