

**MINUTES OF DIRECTORS MEETING ENFIELD
ISLAND VILLAGE RESIDENTS ASSOCIATION
HELD AT 35 THE ISLAND CENTRE WAY
ON WEDNESDAY 9th MARCH 2005 @ 7.30pm**

Present: Tony Thake (Chairman)
Ian Mitchell
Iain Campbell
Sugar Ahmed
David Field
Nigel Marton-Falvy, CPM Asset Management

Also in Attendance:

Councillor Norman Ford, Chairman of the Youth Trust
Councillor Penny Heathwood
Graham Jacob, Howard and Jacob, Auditors
Nischi Patel, Resident
Milli Patel, Resident
Mr and Mrs Dupuy, Residents
Mr Hammond, Resident, Government Row

Not in Attendance:

Steve Grimmer, (London & Quadrant)
Gary Archer
Kevin Allanso
Colin Tait

1. **Apologies for Absence**

Apologies were received from Colin Tait, Steve Grimmer,

2. **The Minutes of the last meeting**

The minutes of the last meeting held on the 25th January 2005 were unanimously approved.

3. **Matters arising from the previous meeting**

Signage

Fairview will be asked again to erect a `No Through` road sign at the entrance to George Lovell Drive.

Covenants

After discussion the representatives were in agreement that CPM in connection with the Directors would establish a register of all residents who appear to be breaching their covenants. Comments were received from residents that certain residents of Punchard Crescent are in breach of their covenants. Other residents at the meeting also raised the issue of

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illegal parking in the Colt Mews area. CPM will investigate this. CPM presented to the meeting the latest letter from David Wilson of Wilson Homes regarding the resurfacing of Government Row and the general snagging of the area. It was agreed that this was a step in the right direction, however the matter will have to be followed up by CPM.

Sewage Pumps

The Directors are still waiting comments from Steve Grimmer (L&Q). He was not present at the meeting and therefore unable to comment on what progress had been made. It is understood that he is liaising directly with Fairview (David Jones).

Sweeping Roads

Fairview (David Jones) was instructed by the meeting to sweep the roads of the whole development on a bi-monthly basis. It is understood that the roads were last swept during the Christmas period in 2004.

Debtors Report

CPM presented to the meeting a list of long term debtors report and action taken by CPM. It was noted by the meeting that the outstanding debts were currently £91,800 and were an improvement on the last figures presented to the meeting. However, it was agreed that with the introduction of the Yardi system it would be possible to sift through the considerable data on these reports and provide a sift report of long term debtors only.

Insurance Renewal Premiums

The meeting agreed that it would be helpful to provide alternative insurance quotes in advance of renewal dates and also an EIVRAL asset register should be compiled immediately.

Pavement Parking

Fairview to action a request to install double yellow lines on the adoptable roads/pavement near the water tower at Burton Drive. This is the area to the righthand side immediately before the Presentation Housing Association properties, where cars continue to park on the pavement section.

Metford Crescent Trees

It was established at the meeting that Fairview have actioned all the replanting of the missing trees bordering the adoptable road on Metford Crescent by pump/canal basin.

Rapid Pumps

The Board of Directors are still awaiting comments from SG of L&Q

regarding the quote provided by Rapid Pumps. Although the contract for the canal basin is due for re-negotiation in March 2005, it was agreed that although no quotation as yet been forthcoming from Flyght Pumps who attended the site and promised a quotation, it was agreed that the Directors would wish to see this quotation before deciding who to award the contract to.

4. **Financial Report**

IM reported to the meeting that the draft accounts have now been received, although reservations were expressed regarding the audit trail. Paul Ingram, the Managing Director in conjunction with Graham Jacobs will be addressing this issue. IM further requested that a separate report for long term debtors on EIV be compiled by CPM. Graham Jacobs addressed the meeting regarding the draft accounts and explained that they were reconciled but there was lack of identification on the audit trail.

Service charge monies have been paid to CPM but individual amounts have yet to be identified. Graham Jacobs expressed reservation to the directors regarding certain accounting procedures employed at present by CPM and described the information provided as inadequate. It was agreed that Graham Jacobs will on behalf of the Board of Directors write to the Managing Director of CPM with a view to resolving this problem.

5. **Any Other Business**

Gardening Contract

A general discussion was held regarding the current gardening contractors and their performance. It was agreed that a specification would be drawn up and three gardening contractors would be invited to tender for the gardening contract for EIV and the Management Company areas. Francis Maintenance and Platinum would be invited to quote, and in addition a third contractor would be sought. Specifications would be circulated to Directors for comments. It was widely agreed that it should be possible to improve gardening standards throughout the development.

Invoices Approved for Payment

Invoices approved for payment for this month were Dalemarsh's gardening invoices for January and February and CPM's fees for January.

Public Open Space

The Directors present discussed progress currently being made on the proposed landscaping of the public open space by Fairview. Directors and CPM had initially been informed that the start date for these works would be March 7th 2005, to date these works have not commenced. Plans have been received by CPM and the Directors but no specification on the works to be undertaken has been received. Comments were made by the Directors that it would appear in the

absence of the specification that only top soil would be replaced. The Directors agreed that it would be prudent for CPM to meet on site with David Jones of Fairview, the designer, David Field and Iain Campbell in order to ascertain exactly what plans Fairview have in mind for the Public Open Space.

Legal Rights under the Rent Charge

CPM informed the meeting that solicitors have now been instructed to advise on the legal ramifications of the Rent Charge document as to exactly where The Residents Association stands with reference to the handover of all areas. The meeting was also informed by the Directors that the Council would also be involved in this matter. CPM will be forwarding on all future correspondence from the Directors to John Prior at LBE relating to the reflecting cracking throughout the development for investigation.

No response to date had been received from Simon Neville of Sedgwick Financial Consultants regarding the investment strategy discussed at the last Directors meeting on 25th January 2005. Graham Jacobs advised the meeting that whilst it would be advisable to adopt some form of strategy there were tax implications for Directors to consider, Graham Jacobs will advise. Sedgwicks will also be asked to provide proposals.

EIVRAL Change of Address

It was agreed at the meeting that CPM will have a presence at 35 Island Centre Way, EN3 and that the correspondence address/residents mailing address would become 35 Island Centre Way, Enfield EN3 6SQ, however the company address would remain the same. Residents will also be able to contact CPM directly by e'mail, this should increase CPM's presence on the development.

Sports Facility

It was reported at the meeting that it had been agreed with the Youth Community Trust that formal discussions would take place regarding leasing and other arrangements and EIVRAL responsibilities in accordance with common interest.

A consultation process has been taking place with residents over the site of the sports facility and feasibility of the facility itself. The Board of Directors at EIVRAL reserve the right to not make final comment on the issue until the consultation process is complete.

Boundary Fencing

IC reported to the meeting that comments on the website had been very positive and a questionnaire had also been completed by the residents regarding boundary fencing issues adjacent to the cattlegate flood relief channel. It would appear that these residents are overwhelmingly

in favour of black galvanised metal fencing to replace the chainlink fencing currently in place. Fairview have been instructed to go ahead with this as a matter of urgency.

Action

Government Row

CPM were also asked to investigate how the finance department instructed bailiffs, this was requested by a resident of Government Row and his case will be test case on CPM procedures.

6. **Crime Prevention and Drugs in the Community.**

The forthcoming meeting on Thursday 17th March 2005 at the Community Centre was discussed by the Directors and as many residents as possible were urged to attend and funds permitting, some form of refreshments would hopefully be provided.

Date of Next Meeting: Tuesday 12th April 2005 at 7.30pm

There being no further business to discuss, the meeting closed at 10.45pm.