

**MINUTES OF THE ENFIELD ISLAND VILLAGE RESIDENTS ASSOCIATION  
DIRECTORS MEETING HELD AT THE COMMUNITY CENTRE ENFIELD ISLAND  
VILLAGE ON TUESDAY 17<sup>th</sup> May 2005**

Present: Tony Thake (Chairman)  
Ian Mitchell  
Iain Campbell  
Sugar Ahmed  
Gary Archer  
David Field  
Nigal Marton-Falvy – CPM Asset Management

Also in Attendance: Graham Jacobs, Howard Ward & Jacob  
Natalie McNeela, Manager, Tesco's  
Anita Bader, Resident

Not in Attendance:  
Kevin Alonso  
Colin Tait

1. **Apologies for Absence**

Action

Apologies for absence were received from Steve Grimmer, London and Quadrant Housing Association and an e'mail was received from Colin Tait tendering his resignation as Director of The Residents Association. He will still remain Director Area R2 Management Company.

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

The minutes of the last meeting held on Tuesday 12<sup>th</sup> April 2005 were unanimously approved.

3. **Matters Arising from the Previous Meeting/Managing Agents Report**

Yardi Voyager

CPM explained to the meeting that although the Yardi Voyager system was now running, access to the website was still not available and although an aged debtors report had been forwarded to IM he was unable to open it. This will be addressed when access to CPM Living becomes available. In the meantime a further aged debtors report will be forwarded to IM for his perusal.

CPM

**Proposed Meetings of all Management Company Director**

CPM explained to the meeting that this matter has now been addressed and a series of meetings have been held with the directors of the block management companies.

Action

### Newsletter

The newsletter has now been distributed to all households on the Island and considerable feedback has already been received. In accordance with the Managing Agents report distributed to the directors at the meeting, it is proposed that CPM will be producing their own newsletter as a backup to the Island Newsletter.

CPM

### CPM Presence on Site

It has now been agreed that CPM's presence on site in accordance with the managing agents report to the meeting will be on Monday mornings, Wednesday afternoons and Friday afternoons of each week.

CPM

### New Management Contract for EIVRAL

Comments were made to the meeting that the provisional draft contract agreement forwarded to all the directors of Enfield Island Village by CPM is not in its present form and is not exactly what the directors want. CPM will, as a matter of urgency devise a much shorter version addressing all the salient points the directors wished to be incorporated.

CPM

### Gardening Specification

The revised gardening specification incorporating all additions that the directors asked for, has now been seen by all directors and was approved at the meeting. It was agreed that this will now be sent out to 3/4 contractors, they are provisionally Enfield Parks, Platinum, Dalemarsh (the current contractors) and Francis Maintenance.

### Boundary Fencing Government Row

CPM reported at the meeting that a letter was sent to all residents at Government Row regarding the erection of boundary fencing on Government Row. To date no response has been received by residents on this matter and it was generally agreed at the meeting that a time scale should be set advising the residents that if no response is received within 15 days the matter will be considered closed and if any residents do wish to change their minds regarding the boundary fencing on this particular section of the Island then The Residents Association will not be paying any costs. One of the directors reminded the meeting that Fairview will again be approached regarding Punched Crescent and costs of the fence to be offset on that particular section of the Island.

### Bollards

Action

CPM to chase contractors quote regarding the erection of bollards at the end of Fisher close.

CPM

### Neighbourhood Watch

Metropolitan police crime statistics were presented to the meeting for distribution with the minutes, although no response has as yet been received via the Metropolitan Police on the matter of all residents becoming part of the neighbourhood watch scheme.

#### Tesco's

A general discussion was held regarding security at Tesco's and comments were received from Natalie McNeela the manager at Tesco's. It would appear that the police are not becoming involved sufficiently in the policing of this part of the Island and Tesco's staff have been threatened on several occasions. These matters will be brought up at the local meeting on the 18<sup>th</sup> May to which one of the directors will be attending. It was generally agreed that some long term form of strategy is required, and the use of security was discussed, however it was agreed that the only way round this is to dial 999 direct and encourage the police to attend immediately as a deterrent. The Residents Association and CPM will be monitoring the situation very closely although it was concluded that in the final analysis it is a police matter.

CPM  
RA

#### 4. Financial Report

The general levels of the expenditure report were agreed, however it was noted that insurances will be due shortly and alternative quotes should be sought. A meeting is due to be arranged between the directors and Sedgwicks regarding investment of reserve funds.

Sedgwicks

CPM presented to the meeting full bank account details of the five bank accounts which the meeting approved. It was noted that although CPM have full details of bank transfers going back to 1998 as provided by Barclays, CPM will however provide from this detail a breakdown of transfers into the reserve fund. Also CPM will e'mail financial regulations for EIVRAL. The directors expressed concern to the meeting that there were still outstanding accounting issues which have not yet been resolved, although the draft accounts are completed and it is anticipated that there will be no further changes to the RA accounts, this principally affects the queries on the block management accounts. One of the directors expressed a requirement for a no confidence vote in CPM if these queries are not answered on one week's time. CPM also to move forward urgently the payment of £1500 as reimbursement for the increase in Howard Wade & Jacobs fees for the preparation of the accounts in April 2003.

CPM

The meeting also urged the directors and CPM to confirm budgets in advance of budget due dates in order that provision can be made for any increases.

Action

#### 5. Invoices to Approve

Dalemarsh gardening invoice for April £,3519.13 was approved. CPM's

fees April £3,867.54 approved. CPM presented to the meeting the annual PIMS Pump maintenance contract invoice for £8,661.33. The meeting agreed that if two additional pumps were to be taken on this invoice should be revised to incorporate the pumps. David Jones and Joan Ryan should be involved regarding Thames Water in the long term taking over these pumps. However once the revised quote for all six pumps is received from PIMS it was agreed that the annual invoice should be paid.

**6. Parking**

A general discussion was held on parking and it was agreed that notices would be prepared by CPM and placed on offending vehicles.

CPM

The meeting then went on to discuss the parking of vehicles on the footpath/grass areas off Manton Road, CPM will liaise with Fairview to see if bollards can be erected to deter the illegal parking on the grass. Problems were also mentioned in the Harston Drive area which CPM will address, details of registration numbers will also be taken on long term offending vehicles.

CPM

**7. Covenants**

A discussion on covenants took place and CPM informed the meeting that database of houses and commissions have now been established with regard to retrospective commissions. CPM showed the meeting a pre-contract enquiry relating to a property in Thorneycroft Drive and this made mention of any breaches of covenant and it was generally agreed that the point of sale would be one of the best methods of detecting any breaches of covenant.

CPM

Comments were then received from directors regarding the general level of service charges and it was once again agreed that the budget should be looked at closely with particular reference to the open space and any long term increase in cost that this might incur. One director raised the issue regarding several properties in the Lloyd Mews area with reference to the skip that had been there for some considerable time. It was agreed that the caretaker for L&Q Darren, will be invited to the next meeting.

**8. Canal Basin**

CPM presented to the meeting two new quotes that had been received from ITT Flygt Pumps regarding the upgrading of the pumps to the canal basin, this is in addition to an original quotation regarding modification. The meeting approved the installation of the new pump to the canal basin. CPM in liaison with one of the directors will progress this and also attempt to make Fairview pay the costs of this matter, as it has been widely agreed that there are faults to the original design and the original pump is not fit for the purpose. CPM to progress. It was agreed by the directors that funds would be taken from the reserve fund to cover costs.

CPM

9. **Handover Process**

A lengthy discussion took place on the handover process and the meeting were informed by CPM that Fairview had completed all remedial works regarding the handover process which CPM had been inspecting with one of the directors of EIVRAL. It was explained to the meeting that Fairview are now expecting The Residents Association to takeover these areas. However solicitors will be consulted before this takes place and all agreements will not be ratified until the next directors meeting in July as the directors expressed concern that not all remedial works had been carried out in accordance with the re-inspection. The directors also requested from CPM that some form of guarantee be obtained from Fairview regarding the length of time the areas have been treated for reflective cracking as part of the banding process will last.

CPM  
Fairview

It was further requested that professional opinion be sought on the Fairview work in these areas. This will be progressed by CPM and David Field.

CPM  
D. Field

The directors offered their congratulations to Lucy McFarlane on the birth of a baby daughter weighing.

The date of the next meeting was agreed for Tuesday 12<sup>th</sup> July at 7.30pm.

There being no further business to discuss, the meeting closed at 10.40pm