

**MINUTES OF THE ENFIELD ISLAND VILLAGE RESIDENTS ASSOCIATION**  
**DIRECTORS MEETING HELD AT THE COMMUNITY CENTRE,**  
**ENFIELD ISLAND VILLAGE**  
**ON THE 6<sup>TH</sup> SEPTEMBER 2005**

**Present:** Tony Thake (Chairman)  
Kevin Allanso  
Ian Mitchell  
Sugar Ahmed  
Steve Grimmer – London & Quadrant  
Iain Campbell – CPM Asset Management (Sec)

**In Attendance:**

Mr D Field - Resident  
Mr P Dave - Resident  
Ms M Patel – Resident  
Mr Syeed Hussain – Resident  
Mr Steve Misell - Resident  
Mr J Daley – Transport for London

1. **Apologies for Absence**

**Action**

No apologise for absence were received.

2. **Introduction**

The Chairman welcomed Mr John Daley from Transport for London to the meeting.

He also acknowledged the attendance of Mr Steve Misell and Mr Syeed Hussain who wished to put themselves forward for selection as directors of the Residents' Association (RA). The Chairman subsequently proposed that Steve Misell and Syeed Hussain be appointed as directors of the RA. This was seconded by Ian Mitchell and unanimously approved.

Iain Campbell has had to resign his directorship of the RA upon taking up his new appointment as Property Manager for CPM Asset Management Ltd, with specific responsibility for managing Enfield Island Village. A vote of thanks was expressed to Iain for his work as an RA director.

Ian Mitchell announced that he would be standing down as Finance Director immediately after the AGM, scheduled for 28<sup>th</sup> September. IM is one of the longest serving members of the current board of directors and holds a key role as Finance Director. His wise counsel will also be missed.

Presentation by John Daly (JD). Several incidents on the Island over the past few months prompted Sugar Ahmed, the director responsible for Neighbourhood Watch on the Island, to approach Transport for London to ask what measures they were taking to combat anti social behaviour and

hooliganism on buses. JD's presence at the meeting was a result of her enquiries and he gave a short presentation on the measures being taken by London Transport to combat the problem.

He started off by giving an indication of the scale of the problem within the Enfield area. He citing that during the period January – August 2005 there had been 172 incidents on bus route 121 and 42 incidents on bus route 491. Most of the incidents occurred during the school holidays and on Friday evenings. He noted, with some surprise, the number of incident reported on the Island, particularly in respect of smashed bus shelters.

London Transport has formed a Transport Operational Command Unit (TOCU), comprising some 900 police officers, dedicated to help combat problems on the buses. Its remit, in concert with Community Police, is to target problem areas and help combat anti social behaviour by deploying uniformed and plain clothed officers on buses. He mentioned that the Island was being patrolled at the moment. Other measures used are to install CCTV on all buses, compile a 'rogue's gallery' of culprits and search out and identify graffiti 'artist' through their handwriting 'signatures'.

Of particular note to residents was the news that any broken or vandalised bus shelters, if reported to London Transport Customer Information Services, will have its broken glass swept up and made safe. However, the number for reporting such incidents was not widely known and it was felt that it should be advertised more widely as well as being posted prominently on the actual bus shelter itself. (**Sec's Note:** The number to ring is **0800 731 3899** or **020 8896 8900**. When reporting damage please note the number on the top left of the bus shelter - this identifies to London Transport where it is. Once reported ask for a Reference Number of the 'job card'). Other measures for combating damage to shelters as well as identifying speeding drivers who using the bus filter lane next to the shelter at Thorneycroft Drive were discussed. JD stated that CCTV cameras were installed on some shelters throughout the borough but sufficient justification would be needed before such a measure could be adopted on the Island because of the installation costs involved.

The habit of bus drivers urinating in bottles and then discarding them on the Island was discussed. JD advised that planning permission had now been granted for the siting of a toilet on the Island - for the use of bus drivers only and using a swipe card system to gain access. No firm date was yet available as further work was needed to be done in respect of connecting the toilet to the sewer system.

JD advised of an enhancement to Route 491 service. Starting 15<sup>th</sup> October a Sunday service comprising 2 buses per hour, will be introduced. This was welcomed and representations were made to JD as to the viability of establishing a bus route direct to Tottenham Hale.

Finally, SA expressed concern over congestion along Ordnance Road, for

bus drivers in particular, and the viability of introducing a one way system. JD explained that congestion was not a major issue for bus drivers per se and that any request for a route change would have to go through Len Ray, London Transport Area Manager.

3. **Approval of Minutes of the Last Meeting**

Following minor amendments to the wording of Paragraphs 6.1 and 6.4 the minutes of the last meeting held on 26<sup>th</sup> July 2005 were unanimously approved.

4. **Matters Arising from the Previous Meeting**

IC had produced a Managing Agents report in the form of an Action List. This also covered matters arising from the previous meeting and actions being taken. A copy is attached at Annex A.

5. **Financial Report**

Draft Budget. A draft budget forecast for the financial year commencing 1 September 2005, which sets the rent charge amount for the new financial year, had been drawn up and presented to directors for approval on 24 August 2005.

However the cost of maintaining the Public Open Space which was currently being landscaped had not been determined then. This had now been assessed and an increase in the region of £50 per household had now been included in the costings. Debate then centred on how this should be levied. It was subsequently agreed to levy it in one go and to explain the reasoning at the AGM.

IC was, meanwhile, to confirm with Fairview if they would abide by the undertaken they gave to the RA on 22 March 2005, to reimburse the RA the cost of maintaining the POS - from the time the landscaping was completed to the time Fairview handed over freehold of the land to the RA. This was estimated to be approximately one year after completion of the works.

IC

RA Flyer. It was also agreed, prior to the AGM, to prepare a short written report on the work carried out by the RA during the previous financial year. This would be made available on the internet and via a flyer which will be deposited in the Tesco Express store on the Island. IM undertook to produce the report with IC providing a CPM input.

IM  
IC

Outstanding Issue. The Chairman then gave an update on the results of his meeting with Fairview's Managing Director, Mr Casey, and Joan Ryan MP on 23 August. Essentially, Fairview has agreed to provide the RA with a sum of money amounting to some £30,174 to fully discharge its responsibility in respect of the outstanding issues concerning Punchard Crescent fencing, replacement of trees and grids and extending the lease of the Community Centre, albeit the latter had caveats attached to it.

This was agreed to and accepted by the directors.

Invoices. A Dalemarsh invoice for July for £3,519.13 was approved. An invoice for sewage pump repairs amounting to £1762.50 payable to Pimms Pumps was also approved.

6. **Managing Agents Report**

See Annex A.

7. **Neighbourhood Watch - (Safer Communities)**

SA briefed the directors on various communal activities to foster safer communities and produced a flyer from PC Garrett Pennery, the Police Faith Officer, encouraging people interested in fostering safe neighbourhoods to contact him on 07930 695723 or via email [garrett.pennery@met.police.uk](mailto:garrett.pennery@met.police.uk)

A Community Safety Meeting was to be held in the Community Centre on 15<sup>th</sup> September, details of a 'Week of Peace' starting Sunday 11<sup>th</sup> September, and Personal Safety Awareness Courses were also briefed. **Sec's Note:** Further details of these events have since been published on the EIVRAL website at <http://www.eivral.com/watch.htm>

The Chairman briefed that plans to house officers from the Safer Communities Team in the Old Police Station had foundered for a number of reasons. This was unfortunate and renewed efforts should be made to overcome the difficulties. As a first step IC was to ascertain who the actual owner of the building was.

IC

He also believed greater effort should be made to advertise the fact that the Island was a neighbourhood watch/safer community area as there were certain benefits to be had for residents when applying for insurance cover and when purchasing security devices for the home. He recommended that the police be invited along to the AGM to announce the extension of the neighbourhood watch scheme to the whole Island and to answer any questions on how neighbourhood watch will benefit residents.

SA

8. **CPM Newsletter**

Concern was expressed over how much editorial control CPM would exercise over content provided by directors for the new CPM Newsletter. IC stated it should not yet be a cause for concern and that the directors should take advantage of this service as the newsletter was being provided free by CPM. This was accepted, with the caveat that the situation would be reviewed once the first couple of issues have been published.

9. **Litter & Dog Waste Bins**

The Council had advised, now that the roads had been adopted, that they would be siting additional litter and dog waste bins on the Island. They also gave an indication of where. IC undertook to reply on behalf of the RA and to ascertain if the Council had any plans to site dog waste bins near to the Public Open Space.

IC

10. **Any other business**

Gardening. To date, three contractors had been invited to tender for the Enfield Island Village gardening contract. DF wished an invite to go out to Platinum Gardeners. IC advised he would do so subject to receiving contact details from DF. IC advised that this extra invite should not unduly affect current negotiations, provided he sent out the invitation that week. He reiterated that the date for the new contract being in place had been set for 1 January 2006. The new contract was being driven by the RA but IC had asked contractors to provide separate quotations for the 9 Block Management Companies also.

DF  
IC

Chairmanship of AGM. The Chairman advised he would not be able to be present at the AGM scheduled for the 28<sup>th</sup> September and ask for a volunteer from the directors to chair the meeting. IM, the Finance Director, kindly agreed to chair the meeting.

IM

Building. There was a small structure built from breeze blocks situated in the vicinity of the old Fairview Site Office, near the turn off from Thorneycroft Drive to George Lovell Drive. IC was to ascertain the nature and function of the structure.

Multi-Sports Court. The Chairman advised that another area of land had been identified as a possible site for the proposed Multi-Sports Court. It was in the vicinity of the recently renovated metal railway bridge, but off the Island on the other side of the River Lee Navigation Canal.

11. **Date of Next Meeting**

The date of the next meeting was agreed for Tuesday 11 October at 1930hrs.

There being no further business to discuss the meeting closed at 2230hrs.

**ANNEX A to  
EIVRAL MINUTES  
DATED 6-SEP 05**

**Managing Agent's Report – September 2005**

**EIVRAL – ACTION ITEMS**

Date (a)	Item (b)	Action/Steps Required/Taken (c)	Status (d)
1 Aug 05	Bollards Fisher Close.	CPM are still awaiting the quotation	Work authorised. Action completed
1 Aug 05	Clock	Clock winder to be advertised on website	Ongoing
1 Aug 05	CPM Presence on site	Check if contribution required from EIVRAL	No contribution required. Note; office now established permanently for 5 days a week
1 Aug 05	Management Agreement	Paul Ingram working on it	Ongoing
1 Aug 05	Reduce Accounts 6 to 4	NM confirmed to the meeting that this had been done and a confirmation letter would follow	TBC. Have asked accounts department to revisit the question.
1 Aug 05	Draft Budget	Prepare within 2 weeks	Draft budget presented to Ian on 24 Aug. Awaiting decision of directors. Note: rent charge should be sent out for 1 Sep!
1 Aug 05	Parking Notices	Being prepared.	No – not at present.
1 Aug 05	Bollards	Fairview has agreed to erect bollards to deter illegal parking on POS	Once again nothing on record to confirm this; under investigation
1 Aug 05	Covenants	Database now been set up and that any breaches were being picked up at the point of sale after inspection.  No papers had been forthcoming for the last two months from the legal department at CPM for signature by the Directors in the form of Deeds of Covenant. CPM will investigate this matter and report back to the directors.	No such database in existence because CPM's Solicitors Enquiry Dept no longer send out papers to chairman or directors of block management companies notifying changes in 'ownership' since a change of staff. I have since written to Director of SED stating we require notification. Currently awaiting a reply.
1 Aug 05	Presentation Housing	Invite Joe Ukpabi to attend EIVRAL meetings	Invitation letter sent out on 10 August.

Date (a)	Item (b)	Action/Steps Required/Taken (c)	Status (d)
1 Aug 05	Christian Housing	Contact property manager to establish precise details of prospective tenants	Ongoing.
1 Aug 05	Multi-Sports Court	Arrange with EIYCT for display backdrop at AGM	Actioned. Me to arrange collection and display on the day
1 Aug 05	AGM	GL to prepare accounts précis	Actioned. Précis included with AGM notices
1 Aug 05	AGM	CPM to prepare annual report	Intention <u>was</u> to prepare a report to go out with AGM notices. Because of Nigel's departure this has not been possible. Tony has sent out a Chairman's Statement with AGM notices and will announce that Joan Ryan intends to hold a workshop on the Island in October for residents to air their points of view.
1 Aug 05	Finance	CPM reported to the meeting that the Facilities Management Department (FMD) at CPM is preparing a report regarding long term objectives for any expenditure incurred.	Have since spoken to FMD and will arrange what is required within the next 3 months - or so!
1 Aug 05	Gardening		I have had to resend the tenders for the gardening contract. Have asked contractors to provide a quote by 6 Sept with a view to awarding a new contract on 1 Jan 06.
1 Aug 05	Newsletter	CPM to liaise with Chris Don for EIVRAL inputs	Done. Note CPM will have editorial control over the CPM newsletter!
1 Aug 05	Redecoration	Webley, Peabody and Morris court to be redecorated externally	Currently awaiting quotations from contractors.
1 Aug 05	Yardi system	Financial reports hard to follow. Yardi should improve things but not yet online.	This is an excellent accounting system and already provides much visibility of expenditure and income. I will continue to brief directors individually so that they understand the various spreadsheets. It is currently being fine tuned and some difficulties remain while data is being transferred from the old accounting system to Yardi. However, when it is fully functional directors will be able to log on in real time and see at a glance the financial position of the

Date (a)	Item (b)	Action/Steps Required/Taken (c)	Status (d)
			company and all invoices. It has already highlighted the fact that the RA and block management companies are being under funded!
1 Aug 05	Trees & Grids	CPM to respond to Fairview's letter rebutting and confirming that they will replace all missing trees and grids.	Letter sent 15 Aug. Meeting subsequently held with Fairview MD and Joan Ryan on 23 August to discuss issues. Tony to elaborate. Item closed.
1 Aug 05	Fencing	Send letter to Casey explaining our dissatisfaction at Fairview not erecting black fencing and not replacing old concrete fencing	Done. Item closed
1 Aug 05	POS	Contractors, Shires, dumping material on island  Ask Fairview why Metford Crescent area has been fenced off!  Ask Fairview to landscape Show House car park  Grass under pylons to be cut	Outstanding  Fairview will include this fillet of land as part of POS renovation. Item closed  Confirmed they will do so. Item closed  Being done. Item closed
1 Aug 05	Canal Basin	Chase up Ian Miller Flyght	Still waiting to contact Ian Miller!
1 Aug 05	Ward Homes	Chase up progress	Ongoing
1 Aug 05	Grid Map of Island	IMC to prepare	Maps produced and copies handed out to contractors. Item closed.
1 Aug 05	Community Notice board	Erect board near/in Community Centre	Ongoing. Meanwhile have asked for quote for Community Centre sign – nothing received to date.
1 Aug 05	Pigeons	Support Greener Courts efforts to eradicate pigeons.	Actioned together with other items in my Partnership Letter to the Council dated 8 August 2005. Carmen has meanwhile also sent me correspondence she has originated on this subject.

Date (a)	Item (b)	Action/Steps Required/Taken (c)	Status (d)
	Canal	Write to BBV to ask for quote for canal survey. Meanwhile respond to Fairview's letter from John Haggston asking if they will accept there is a problem and/or share expenses to investigate. Must do before Joan Ryan's meeting on the 23 <sup>rd</sup> .	Actioned. Letter send to Haggston, copy attached. Currently awaiting a reply.
	Fencing	Ring Andy Higham (planning officer) to ask if planning variation for Punchard fencing is viable	No he didn't. Item closed
	Legal docs	Ask Fairview's solicitor for better copies. Meanwhile arrange for a solicitor of ours to give us legal advice.	Actioned. Vanderpump & Sykes (02083673999) instructed to act on EIVRAL's behalf. All correspondence between Fairview's Solicitors and EIVRAL's being forwarded to Tony for action. Item closed.