

<p style="text-align: center;"><b>Kilburn Square Housing Cooperative: General Meeting held on 29<sup>th</sup> March 2018 at 7.30pm in the Kilburn Square Community Hall</b></p>	<p style="text-align: center;"><b>Actions</b></p>
<p><b>Present:</b>                      Margaret Von Stoll (MVS - Chair)                      Jennifer Welch (JW - Secretary)                      Antonio Messina (AM - Treasurer)                      Zaler Montana (ZM - Resident)                      J Montana (JM - Resident)                      K Scannell - (KS – Resident)                      Janet DeSousa (JD – Resident)                      Ian Von Stoll (IVS – Resident)                      ElorineSergeant – (ES – Resident)                      Patricia Hogan (PH - deputy Chair)                      Mary Coughlan (MC – Resident)                      Rebecca Coughlan - (RC - Resident)                      A Howard (AH – Resident)                      Fatima Achach (FA – Resident)                      Fatima Mejoguegh (FM -Resident)                      M Lynch (ML - Resident)                      Charlotte Fonceca - (CF - Member)                      Dario Petkovic (DP - Resident)                      Zlenio Ross (ZR - Resident)                      Sophie Freeman (SF - Resident)                      Paul Keeley (PK - Resident)                      Denise Prieto (DP - Resident)                      Matt Gillick (MG - Resident)                      Frank Costello (FC - Resident)                      O Cole (OC - Resident)                      Darren Joseph (DJ - Resident)                      Deborah Scotland (DS - Resident)                      Rehana Khawaja (RH – Resident)</p> <p><b>Minute taker:</b>                      MVS &amp; JW</p>	
<p><b>1. Welcome from Chair</b></p> <p>MVS welcomed and thanked those for attending.</p>	

<p><b>2. Apologies</b></p> <p>Pauline Fell Diane Ashby Daniel Bugnaski Sylvia Bossman</p>	
<p><b>3. Conflict of Interest Declarations</b></p> <p>No conflicts of interest were declared.</p>	
<p><b>4. Minutes of last General 14<sup>th</sup> December 2017</b></p> <p>(a) Accuracy</p> <p>none</p> <p>(b) Matters arising.</p> <p>none</p> <p>(c) Minutes agreed and signed by PH and JW</p>	
<p><b>5. Estate update / issues</b></p> <p><b>New Build</b> The new build has started. The electricity sub-station is being moved to accommodate the new build. Work will be on going for at least eighteen months.</p> <p><b>Antisocial behaviour (ASB)</b> Reports of ASB in the tower block on 9th and 14th floors (urination in the corridors etc), people are following residents into the block. Report of two loiterers who looked like drug addicts sitting on the stairs by the maisonettes, smoking and drinking during the General Meeting (KP went to investigate). Rathbone house has still got a problem with youths hanging around loitering smoking and drinking. Residents are advised to phone 101 to report ASB, you will receive a crime number, please pass this to the office for reference. JW advised that if residents or leaseholders are found to be involved in or encouraging ASB, that the office will investigate as it is a breach if the tenancy or lease.</p> <p>Signage was suggested for the estate on loitering and smoking.</p>	

<p><b>6. Leasehold queries</b></p> <p>Leaseholders are still waiting for replies to letters and emails sent to the Leasehold department on the Service Charges for last year (2016/2017). There are queries on the charges and apportionment made by the council (BHP). It had previously been mentioned that there were issues with the service charge apportionment calculations by BHP, and that the leaseholders did not want to pay the bill then have credit held when the correct calculations had been carried out. Rather the correct calculations and bills sent out would be preferred.</p> <p>Leaseholders want to know what the business users were being charged and if this money had been deducted from the service charges before being apportioned to the estate.</p>	
<p><b>7. Estate works</b></p> <p><b>Surplus expenditure; Security and CCTV</b></p> <p>PAC system upgrade: An explanation of the whole system needing upgraded was given to the members present. MVS asked if the members present agreed to use our surplus of £65,000.00 towards the upgrade of our security and CCTV systems which are obsolete and all need to be replaced. We have external doors on the estate which are not closing and cannot be fixed, as the system is now failing. We shall be going out to tender.</p> <p>The reserves of £55,000 will also be used towards the upgrade.</p>	<p>All members present agreed</p>
<p><b>8. Management and Maintenance Agreement (MMA)</b></p> <p>Members were informed of a letter received on the 7th March 2018 from Christina Byrne on the following two clauses that Brent Council have not accepted.</p> <p>1. Chapter 6 clause 3 MMA Selection of tenants for vacant properties KSHC choice option D, where a mixture of A B or C apply. The council has published its allocation scheme and this does not allow any involvement on the part of TMO's in the selection of new tenants. The council wants us to choose option A the council selects tenants of vacant properties managed by the TMO in accordance with its published allocation scheme.</p> <p>DP queried why there are options in the MMA if you are not allowed to choose them?</p> <p>Members asked why have TMO's not been considered in the Councils allocation policy as it is an option in the MMA?</p> <p>2. Chapter 6 clause 4 in MMA Transfer Applications KSHC chose option C. The administration of transfers is decided on a case by case basis.</p>	

