

	<p>c) Update on Actions log progress The Actions log 2016-2017 is completed. T.A, J.H, CN have met to update the actions</p> <p>CN has emailed the color-coded version to TA and JH for final agreement</p> <p>Action: CN will email Action log 01/17 to 12 /17 to TA and JH</p>	CN
5	<p>Minutes of management committee meeting held on 14th March 2017</p> <p>Action: Amendment made to paragraph 5 d Delegates to Bermondsey West Area forum.</p> <p>“Tenant management organization can directly nominate representatives on to the Bermondsey West Area forum”</p> <p>Minutes were approved with the amendment to 5 d.</p>	Board
6	<p>Matters arising from minutes meeting held on 14th March 2017</p> <p>a) Action: JH TA HC are to meet in preparation for the draft Annual Action plan HC can only meet every other Mondays due to a 5 week training commitment that is scheduled for all of May.</p> <p>b) Action: HR cost of living increase and bonus policy to be discussed at next HR subcommittee</p> <p>c) Planning permission for The IVY to be discussed at this meeting in AOB</p> <p>d) New matter arising: Office break in</p> <p>The TMO Office was broken into on 10th April 2017. Police was called to investigate. The thieves stole £150 worth of petty cash and stamps, broke into the safe and caused damage to the meeting room. The Committee meeting scheduled for 11TH April 2017 was therefore postponed to 18th April 2017.</p> <p>The total cost of damage including repairs and a new safe will amount to approximately £ 3000.</p> <p>Lessons learned: purchase a smaller safe, find a better location for the safe, overall look at the security of the office</p> <p>Action: Security of the building to be discussed under</p>	<p>JH, TA, HC</p> <p>HR Subcommittee</p> <p>JH</p>

	health safety at future meetings	
7	<p>Planning and Implementation</p> <p>a) Business plan workshop</p> <p>This is an outstanding action from December 2016. Several planning workshops took place in May –June 2016 to outline a new business plan. A further workshop is required to revisit the strategic objectives to ensure that the TMO can deliver the full functions of its role in relation to housing services, environment and community services.</p> <p>In addition, the TMO needs to revisit and review how to assess / evaluate and then meet the needs of all its service users from tenants to leaseholders (including absent leaseholders, those leaseholders that live on site and explore whether to consider the needs of those subletting from absent leaseholders).</p> <p>There are 52% tenants and 48% leaseholders. Currently, all TMO income is drawn from the Service Level Agreement with London Borough of Southwark. The TMO needs to consider ways of generating additional lines of income especially in the light of housing reforms which may lead to a reduction of social housing tenancies and so a reduction in income for the TMO.</p> <p>At this meeting, Board members must decide whether to hire an external consultant to lead this additional workshop or to do it in house. It was agreed to:</p> <ul style="list-style-type: none"> - review the work undertaken to date on the business plan (May / June 2016 committee workshops and subsequent work) - identify further work that was needed - outline these next steps (review / revision) in a project plan - bring in a business consultant to write the final document <p>In addition, HC requested that the project plan previously used by John Frankis in the development of the last Business Plan be used a template (already existing) and that JH forward this to the working group.</p> <p>Action: JH to forward this template to the working group.</p> <p>Action: TG, HC and Ina to form the working group noting HC's availability in May limited to every other Monday.</p>	<p>JH</p> <p>TA</p>

8	<p>Manager's Report JH presented the end of year Manager Report</p> <p>a) Repairs data currently available for repairs shows 93.3% of repairs completed on time. There is a reconciliation exercise on the figures related to repair which is ongoing and there is strong possibility that these figures will be revised upwards</p> <p>b) HR The new housing officer Penelope Tyler started today on 18 months fixed term contract. HC asked the reasons for a fixed term contract. JH said that given that there is a business plan in process, there may be a review of the structure and the housing officer JD included in the process.</p> <p>c) CGS Award We have been awarded £12 K for improved lighting in Druid Street. JH did a walk about with the project manager who is setting up a further inspection one evening to assess the most suitable siting of the lights.</p> <p>Following the break in to the office, suitable lighting around the office will also be considered. The money can be spent in 2017-2018</p> <p>d) Pocket Park TMO has completed 2 bids:</p> <ul style="list-style-type: none"> - one application in partnership with a "Avant Gardening" to the TRSIG to run activities and workshops on the Pocket Park - a second application for funding for physical improvement of the Pocket park through Veolia 's Enviro Grant Programme. <p>Awaiting replies within the next few weeks</p> <p>e) Flower Basket for the whole of Devon Mansions</p> <p>VM has obtained quotes from CJS planters who are responsible for the installation and maintenance of the flower baskets on the railings at the front of 1-7 Devon Mansions. CJS planters have provided 2 quotes to supply additional planters at the rear of blocks 4-7 Devon Mansions and the front of blocks 8-21 Devon Mansions</p> <p>Action: 2 Quotes to be submitted to the Finance subcommittee</p>	<p>JH</p> <p>JH</p>
9	Community development	

	<p>a) Potter Fields Park Over a period of three years, Potter Fields Park Management has consulted with the local community including FCHS over the plan to make improvement to St John Churchyard. Jon Tighe (JT) Potters Field Park Management Trust gave an update to FCHS committee meeting in March 2017 on the purpose of the proposed improvement plans for St John Churchyard.</p> <p>As several issues were raised within that meeting, Potters Fields Management has formally replied to FCHS to answer each issue. This letter dated 17/03/2017 has been circulated to committee members and was also made available at the meeting.</p> <p>Dannat Johnson Architects Design and Access Statement Plan for St John Churchyard was available at the committee meeting. The plans are the result of a 3-year consultation period. The illustrated plans are submitted to describe the proposals for the park. The aim in submitting the information is to seek consent for the proposals to progress to the next steps.</p> <p>Board members discussed those plans. A query was raised regarding the need and the nature of the improvement should it result to significant changes to the layout of the park. A reference was made to past mistakes for other schemes of work in Tower Bridge. Further explanation was given to clarify responsibilities for previous schemes of work and how Potters Field Management Trust was not implicated in the previous schemes of work mentioned.</p> <p>Following the discussion, the Chair asked for a vote.</p> <p>Vote: Does the FCHS give consent for the proposals put forth in the Design and Access Statement for St John 's Churchyard so Potter Fields Management can progress the scheme to next stage?</p> <p>Decision: Vote in favour: 5 Vote against :1</p> <p>Finally, it was agreed that a distinction needs to be made between individual representation and collective representation. Any individual can pursue a query via the Potters Field Management structure and its consultation processes.</p>	ALL
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	<p>b) FCHS representative on Potter Fields Park Management Team HC is the FCHS representative. The next meeting of the management committee is on 22/04/2017</p>	
10	<p>Reports back from subcommittees</p> <p>a) Finance TG presented the management accounts February 2017 Minutes of the Finance and Procurement sub-committee held on 6th March 2017 available for the committee meeting</p> <p>At the end of February 2017, actual expenditure £545,426.47 against a budgeted expenditure of £660,000. The surplus in the budget is due to a strong performance on rent collection, low repairs spend especially as increasing the number of repairs done in house and backlogs in decoration programme.</p> <p>b) Procurement Repairs on Devon Mansions: Finance Sub Committee has met with the contractors Keegans. Keegans will start the procurement programme and will notify the Council about the intention to carry out the works. JH will liaise with Southwark about process regarding section 20 leaseholder consultation.</p> <p>It has been agreed that Southwark Council will remove all the fire alarms</p>	JH
11	<p>Report back from Council and other meetings</p> <p>a) Southwark Tenant Management organization</p> <p>VS FCHS representative attended the meeting. The change to the water payment was raised as it appears several Southwark residents have complained about the changes. Southwark Council had previously informed all the residents that water payments will be paid directly to Thames Water and not through the rent collection from April 2017. In addition, the TMO management had written to each FCHS tenant at the same time as their new rent to remind tenants that water charges no longer apply to their new bill.</p> <p>Future meetings will be held at Leathermarket offices.</p> <p>b) Area Forum and Home Owner Council</p> <p>IN FCHS representative attended the meeting. The same agenda was discussed at the Area Forum.</p>	Board Representatives

	<p>At the Home Owner Forum, it was highlighted that leaseholders through their service charges have paid £10 to contribute towards an engagement forum which has not happened due to governance issues. The total amount collected towards this forum is estimated to be £ 70.000. The Homeownership forum is trying to recoup this money from the Council.</p> <p>Southwark Council is wanting to do an engagement exercise with Home Owners.</p> <p>c) Riverside Ward Panel</p> <p>JH FCHS representative attended the meeting. The Ward priority is to address antisocial behavior and this includes Devon Mansions blocks 8-13. For this purpose, the police have stepped up their patrol in the area.</p> <p>The police have investigated the activities of cyclists around Tower Bridge especially at W/E with youth from North London. The police have concluded that these activities were nuisance and not criminal.</p> <p>d) Potter Field Park Management Trust Given the previous discussions and decisions during this meeting, HC said that there was no further addition to be made regarding Potter Fields Park Management Trust other than to reiterate that the Dannat Johnson Architects Design and Access Statement Plan for St John Churchyard were made available at the committee meeting (</p>	
12	<p>Health and safety</p> <p>Bar the break in incident to TMO offices there are no other health safety issues to report</p>	JH
13	<p>AOB</p> <p>a) Domestic assessor course</p> <p>DJ is completing the Domestic Assessor Course and he requires a laptop. The laptop will be kept in the office. This purchase will be discussed at the next committee meeting</p> <p>b) Advertising Board on St John Estate by the Cat and Cucumber café</p> <p>JH referred Board members to the email trail with Southwark Council regarding the payment of the large</p>	Board

	<p>advertising board located by the Cat and Cucumber commercial premises. The Council states that there is currently no payment derived from the advertising board made to FCHS TMO. JH asked the members if they were in favor of him continuing to follow up this issue with the Council.</p> <p>Action: Committees members agreed JH to continue to follow up Council regarding payment for advertising board</p> <p>c) Planning application from The Ivy</p> <p>ECA Architecture and Planning is objecting on behalf of Potter Fields Management Trust against the proposal for a single storey glazed front extension to the front of the Ivy restaurant</p> <p>In March 2017, Potter Fields Management Trust shared their solicitor letter with FCHS in the view to ask if the FCHS would like to add their voice to the objection. JH has forwarded the email link for the planning application to Board members so the members can make an informed decision about what action the Board wants to take. It was noted that an objection can be lodged against the application for a period 6 months after the passing deadline</p> <p>Decision: The FCHS Board voted all in favor to object against the proposal</p> <p>Action : JH will draft a letter to the LBos expressing the Board objection against the proposal for a single storey glazed front extension to the front of the Ivy Restaurant</p> <p>d) Community project</p> <p>Request to add “Communications and Community Engagement” to the agenda for the next committee meeting. This was header from the past 5-year plan embracing what the FCHS should do through regular general meetings. The Board was committed to 4 general meetings a year.</p> <p>Action: Communications and Community Engagement on the agenda for committee meeting in May and the related ‘communication’s’ plan, agreed by the committee in 2007 to be added for discussion to that agenda item.</p>	<p>JH</p> <p>JH</p> <p>TA, CN</p>
	<p>There being no further business, the meeting closed at 9 pm</p> <p>Date of next meeting: 9TH May 2017</p>	<p>ALL</p>

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