

**Minutes of the FCHS Board Meeting
held at 5.30pm
Tuesday 12th July 2022
Horselydown Offices, 2 Fair Street, London SE1 2XA**

Attendees	Role
Kathy Atkins (KA)	Board Member
Oteng Asabre (OA)	Board Member
Angela Simpson (AS)	Board Member
Patricia Strobino (PS)	Chair
Abiola Olatunji (AO)	Interim FCHS Estate Manager
Phillipa Ferreira (PF)	Board Member
Vanessa Shone (VS)	Secretary
Apologies	Role
Ken Higgins (KH)	Vice Chair
Alex Heslop (AH)	TMI Team Southwark
Guests	Role
Resident	Observer

	Agenda Item	Action
1	Welcome and introductions	
2	Apologies and Attendance Monitor Guests A resident observer from Block 6 Devon Mansions was welcomed to the meeting and introductions were made around the room.	
3	Declarations of interest None	
4	Minutes of the board meeting held on the 14th June 2022 The minutes were agreed as a true record.	
5	Matters Arising - Action Points Item 7: Untidy Tenancy - AH has provided an update of actions taken via email. The council has referred the matter to an external firm of solicitors where disrepair must be dealt with first. All repairs have been	

completed at the property so it is now for the court to decide on succession. The Rent Arrears have reduced from £19,000 to £12,000.

Item 8a - Health and Safety:

- **Councillors/Fire Safety Officer visit to St John's Estate** - we are still waiting to hear when this will take place.
- **Fire Safety in Devon Mansions/Hartland House blocks - locked fire escapes in the roof areas** - there are self-releasing mechanisms so the locked doors should automatically open in the event of a fire. The keys have been provided to FCHS after a delay but residents have not received any communication from the council.
- **Estate Inspections** - agenda item

Item 9a - Governance:

- **Apolonia Ltd** - they have been contacted about the SOR uplift.
- **Website consideration** – this will go to the next Finance & Procurement Sub-Committee meeting later this month.

Item 9b - Finance and Procurement feedback - no feedback from Councillor Sam Dalton on his meeting with Team London Bridge on the 15th July 2022 in relation to St Mungo's.

Item 10 - Training - further funding for the new website - VS to bring up at the next STMOC meeting which is taking place this month.

Item 11:

- **Potters Fields Park Management Trust** - Mack at More London was unable to assist with a room for the upcoming interviews.
- **Safer Neighbourhood Team** - no feedback from Councillor Sam Dalton about speeding cars and noise in Druid Street which he was going to speak to Police about. No councillors were present at last night's Safer Neighbourhood Forum.

	<ul style="list-style-type: none"> • [REDACTED] 	
6	<p>Housing Service</p> <p>a) Performance Monitoring Report - Q1 YTD May 2022/23</p> <p>Rent was the only item in the red where collection has dropped to 94.22%. All other items are green.</p> <ul style="list-style-type: none"> • Phillipa Ferreira joined the meeting at 6pm. 	
7	<p>Environmental</p> <p>a. Health and safety:</p> <ul style="list-style-type: none"> • Fire risk assessments - Combustible items in St John's front gardens. The Fire Safety Officer is coming here tomorrow to discuss a site visit to St John's Estate with FCHS and councillors in attendance. 1st and 2nd letters have gone out to residents and we need the right text for the 3rd letter. • Estate inspections - with immediate effect those residents who took part will be emailed a list of actions on the same day as the inspection took place to ensure everything has been captured. • Accidents, incidents and near misses - none <p>b. Safeguarding issues - none</p>	
8	<p>Governance</p> <p>a. Annual General Meeting - this will take place on Thursday 22nd September 2022 at 6pm. Venue to be arranged.</p> <p>b. Finance and Procurement feedback:</p> <ul style="list-style-type: none"> • Website consideration update/recommendation - this will be brought to the August Board Meeting after the July Finance & Procurement Sub-Committee Meeting have discussed it. • Budget/Spend YTD (Apr to May 2022/23) - this is attached as per the Management Agreement to ensure that we are on target. The budget for April/May 2022 was £92,081.33 with an actual 	

	<p>spend of £89,796.50 thus achieving a saving of £2,284.83.</p> <p>Budget April</p> <p>d. Social Events & Community Engagement Subcommittee updates - KA advised that the bank details for FCHS were sent to Shad Thames Residents Association who then made a payment of £1,000 and there is a further £2,029 due to us from Potters Fields Park Management Trust.</p> <p>Preparation works are going ahead for the 6th August Fun Day and everything will be free of charge on the day. Shad Thames residents on have been invited to attend. Funding from various sources has been ring-fenced for the day. There will be a walkaround on Friday 22nd July for security purposes. There will be fencing on the 6th August but its still a public right of way. All providers are invited to attend the site inspection and [REDACTED] the Event Manager from Potters Fields Park Management Trust will be sending us a copy of the risk assessment. Insurance cover has been arranged for the event.</p>	
9	<p>Training</p> <p>[REDACTED]</p>	
10	<p>Report back from Council and other meeting</p> <ul style="list-style-type: none"> • NFTMO Conference update - PS, VS, KH, OA, PF and AO attended the conference and AO has distributed the slides from all of the presentations to everyone. • Southwark Focus Group on estate cleaning - next meeting on Wed 13th July 2022 at 11.30am. • Southwark Tenant Management Organisation Committee - next meeting on Wed 27th July 2022 at 5.30pm. • Potters Field Park Management Trust - next meeting on 13th July 2022 at 4.30pm. • Safer Neighbourhood Team meeting - StreetSafe details handed out. This is a pilot service for anyone to anonymously tell the Police about public spaces where they have felt or feel unsafe because of environmental issues, e.g. street lighting, abandoned buildings or vandalism and/or because of some behaviours, e.g. being followed or verbally abused. StreetSafe is not for reporting crime or incidents. VS to photocopy the handout for FCHS reception. • People are getting into blocks through tailgating and broken doors. Post and parcels are being taken. • Sir Mark Rowley has been appointed as new Commissioner of the Met 	VS

	<p>and will have three weeks of action in August 2022.</p> <ul style="list-style-type: none"> • Covert phone snatch ops will take place outside London Bridge Station at both the Tooley Street and St Thomas Street entrances. • The next Meet the Police meeting is at the Bermondsey Square Hotel from 6pm to 7pm on Friday 29th July 2022. • The nut seller in Potters Field has small packages in his pocket which he gives to his two accomplices. • There are knives hidden at More London towards the London Bridge Station end including inside Hays Galleria. These have been found by More London security guards in plant beds. • Police are looking for volunteers to do Road Watch using speed guns. • Police are including phone and bag snatches under Robbery even though the victims might not be touched. More London and Potters Field Park are to be included under Robbery as weapons are part of violent behaviour and the nut seller could be dealing drugs. The nut seller threatened to kill a Shad Thames resident who warned tourists not to buy the unhygienic nuts and an accomplice took the resident's photo. • Bermondsey Street was closed off but Police were not told it was going to happen. Taxi drivers and local people have asked for it to be reopened. The Chair of the panel collected 350 signatures which she took to 160 Tooley Street and was given a receipt. It was addressed to Jo Redshaw who said she hadn't seen it. The Chair returned to 160 Tooley Street with her receipt and was shown that it had been recorded as received in the large white book. Jo Redshaw then said she did have a list of 200 names in favour of the road closure stored at the council. The Chair will start a new petition and get more than 350 names. 	
<p>11</p>	<p>Any other business (1)</p> <p>VS to log the Compliment received onto iCasework.</p> <p>PS and AO met with Councillors Chopar and Dalton and told them what we do as an organisation.</p> <p>The observer then left the meeting and was thanked for his attendance.</p>	<p>VS</p>
<p>12</p>	<p>Closed Session</p> <p>Governance</p> <p>HR Subcommittee</p> <ul style="list-style-type: none"> • Staff recruitment update - [REDACTED] <p>[REDACTED] Interviews will take place over 2 days rather than one day. Andrew [REDACTED] to confirm tomorrow whether interviews will go ahead on the 13th & 14th July. We will not be interviewing for a Multi-Trader and other organisations such as the JMB have had a similar poor experience with obtaining Multi-Traders. There</p>	

	<p>is a Zoom training meeting tomorrow at 5.30pm with Andrew [REDACTED] and the HR Sub-Committee.</p> <ul style="list-style-type: none"> • [REDACTED] <p>Governance correspondence</p> <ul style="list-style-type: none"> • LBS' Enforcement Team request: Arbitration outcome - we still await an update from Southwark Council. • PS has received correspondence from a leaseholder who wants 6 minutes at the AGM to say what we've done wrong as an organisation on fire safety, roof spaces, etc. Loft/roof spaces double up as fire exits but we need to establish who is responsible for inspecting them. If doors are secure then we shouldn't need to go into those spaces. • The AGM is prescriptive with set agenda items so PS may invite the leaseholder to attend the office to go through her concerns. • The Cleaning Supervisor and the Councillors have been invited to attend the AGM. VS to invite the Police to attend. • There will be a microphone at the AGM. 	<p>PS</p> <p>VS</p>
<p>13</p>	<p>Any other business (2)</p> <p>PS/AO to engage with Joe Bannon to establish clarification on with whom responsibility falls as relates to the loft spaces at Devon Mansions.</p> <p>AO said that a letter will go out to residents in the next few days regarding staffing changes. inaction</p> <p>Estate Inspections - there is no audit trail to show what the Housing Officer and the Cleaning Supervisor are doing to follow up on things which lead to the inaction of tasks on occasions.</p> <p>Also noted cleaning taking place at Fair Street Flats and Block 1 Devon Mansions just ahead of the Estate Inspections on Thursday mornings despite the full mop being scheduled for Tuesday and Friday. It only takes place on a Thursday so once a week, on the wrong day, instead of twice a week.</p>	<p>PS/AO</p> <p>AO</p>

There being no further business, the meeting ended at 7.47pm.

Date of next meeting: 10th August 2022 at 5.30pm

Agreed as an accurate representation of the meeting:

Chair