

# The Element, Newhaven, Owners Association Committee

Minutes of Meeting 15<sup>th</sup> April, 2020

10.00am Zoom meeting

**Present:** (in the Zoom room): Rodney Matthews (RM—Chairman), Ken Webb (KW—Secretary), Jane Brook (JB), Alastair Byres (AB), Martyna Adamowicz (MA), Evan Simpson (ES), Grant Laing (GL) and Tony Barry (TB).

**In attendance:** (via Zoom) TEF representatives, Marc Myburgh (MM), Simone Myburgh (SM) and Jakub Swidzinski (JS)

**Apologies:** none

## 1. Minutes of last meeting

The decision made for item 4, Protecting the Scottish Power substation, to read: “Unless the USL quote is lower and covers the same detail, we will proceed with Waterproofing Ltd. TEF are reasonably confident that this cost can be absorbed within the Red Fund this year. **(ACTION: TEF)**.” With this amended text the minutes were passed as an accurate record.

## 2. Matters arising

Two new members, Grant Laing and Tony Barry, were co-opted onto the committee and welcomed to their first meeting.

All other matters arising were dealt with elsewhere

## 3. Protecting Scottish Power Substation

Following the reception of a third quote, the committee instructed TEF to proceed with Waterproofing Ltd. (£4,350 plus VAT) whenever they can begin the work.

## 4. Cladding and Fire Barriers

The committee heard that ESPC, in their January report, recommended Phil Diamond as someone who was competent to survey properties and issue an EWS1 certificate for their members (AB). This work amounts to £2,400 per owner (SM). It is unlikely that owners who are not selling will want to pay this amount. MM pointed out that he appears to be the only person in Scotland who is in a position to issue EWS1 certificates that will satisfy the mortgage companies. **ACTION:** KW to write to Phil Diamond on behalf of the owners who are trying to sell, to find out what he has done, what he has found out, if he is able to give us some help and on what basis.

## 5. TEF report

**a) Finance report: (SM)** This had been previously circulated. AB reported that, following a conversation with SM one minor correction had been made. In the March Finance Summary, the expenditure for March in the Green Fund of £22,715 was omitted. This takes the total expenditure to date to £248,944 and the Running Balance to £31,556. Otherwise both the Green and Red Funds are approximately on budget. The committee received the report with no further questions. A simplified formatting that compares actual with budget on a single sheet is being planned to be used for next financial year’s reports, the first of which will be in November.

**b) Update on NBHC related repairs: (JS)**

- **Outstanding claims by individual owners:** JS reported that, since the current lockdown prevents NHBC officials from coming to inspect properties, NHBC have instructed owners with outstanding claims to fill in a pro forma. When these have been submitted, with photographic evidence, these claims will be processed.
- **Communal Claim:** So far as the claim for work needed to remedy water ingress into the carpark is concerned, the offer of £47K, made over twelve months ago, is still on the table. Since pursuing this any further would involve legal costs, and would result in the matter dragging on yet longer, the committee instructed TEF to accept this offer. They will then seek quotes for the work in the usual way and report back to the committee.

c) **Operations update:** accepted as in the TEF report.

## 6. TENOA

a) **Chairman's update:** nothing to report since last meeting.

b) **Secretary's update:** KW reported that the Neighbourhood Watch WhatsApp group was, during the lockdown, providing a forum for people to support and help one another.

c) **Co-opting more committee members prior to AGM:** to be revisited in May.

d) **Activity planning:** In abeyance.

## 7. AOCB

**Purchasing two garden benches:** Carol Webb (via KW) pointed out that, for those who do not have either balconies or access to outside space, the courtyard garden is the only place where they can sit out and enjoy the sunshine. This is especially important during times like these. Having researched a number of websites she had sourced a wooden bench designed to be all weather that can seat two people. A link to the item costing £120 in John Lewis's online store had been circulated. All other similar products were more expensive. She suggests it would be helpful for the community to have two of these located in sites in the garden that get the sun, are reasonably sheltered and away from anyone's private space. The committee agreed that, since this worked out at less than £1 per property, it would be worth going ahead. **ACTION:** KW to ask CW to purchase on our behalf. TEF to locate them and, as a health and safety precaution, to fix them so they cannot be moved about.

8. **Date of next meeting:** 13th May, 2020 at 11am.