

# The Element, Newhaven, Owners Association Committee

Minutes of Meeting 16<sup>th</sup> June, 2020

7.00pm (Zoom meeting)

## Preliminaries:

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

## 1. Minutes of last meeting

These were passed as an accurate record.

## 2. Matters arising

None that are not dealt with elsewhere.

## 3. TEF report

### a) **Finance report**

RM reported that, having already moved the date of the end of their financial year, TEF are unable to change it again within a five year period. So the change from 14<sup>th</sup> July to 30<sup>th</sup> September will happen next year, not this.

AB reported that TEF are predicting a modest surplus in both Red and Green funds at the end of the year. There are a few more owners defaulting on payments during the lockdown. There are also a few persistent debtors, but TEF are chasing these up through all the usual means, including cost effective legal action and Notices of Potential Liability on properties in the last resort. RM pointed out that when such a property is sold the accrued debt is repaid from the proceeds of the sale. Expenditure is in line with the budget.

**ACTION:** The financial report, which had previously been circulated, was approved.

### b) **Critical Risk Survey Report Update**

Prior to the meeting AB had circulated Jakub Swidzinski's update on work that had been completed and work still to be done. The work listed in the NHBC claim was shown separately, but will also have to be taken into account. AB pointed out that the costs for all work in the report are the original F3 estimates from 2016 so these will have changed.

**ACTION:** Ask TEF to produce a list of their priorities for work in the next 12 months in time for the next meeting. The committee agreed that it would be helpful to ask F3 to review this with us and TEF. **(AB)**

### c) **Update on NHBC claim**

RM reported that NHBC say they are unable to settle the claim until all owners in WHV blocks 3 to 9 each sign the papers. The committee felt this was unreasonable, since the items in the claim are all in communal areas, a major cost being to fix the water ingress into the basement car park, which also affects the electrical circuitry for garden lights. No individual owner will dispute this. In addition, NHBC has not yet accepted the fact that the committee is acting on behalf of all owners according to our constitution, which is a legal document.

**ACTION:** Ask TEF to make this clear to NHBC and see if they will accept the claim. If not, we may need to consider a legal action. **(RM)**

d) **Baltic Solutions update:** The report on work in the past month was accepted.

#### 4. Chairman's Update

**Cladding and EWS1 certification:** RM informed the committee that there are now at least two companies which can survey the cladding and fire breaks in any property and are authorised to issue the EWS1 certificate for those wishing to sell their property. The committee is not in a position to advise owners about which company to use, but can provide information on contact details if necessary.

#### 5. Secretary's Update

KW reported that there is no change in membership since last meeting.

#### 6. TENOA activities / planning

a) **Nominating New Committee members:** Members are asked to volunteer themselves or nominate new committee members for election by the end of July.

**ACTION: All members (KW to emphasise in his Email to members)**

b) **Planning for AGM:** The committee agreed to wait and see when lockdown restrictions will be lifted before setting the date. If a meeting will not be possible before the end of September, the committee will investigate holding it as a 'webinar'.

#### 7. AOCB

No other business was raised for discussion.

#### 8. Date of next meeting. 14th July, 2020, at 7.00pm (Zoom meeting)