**Minutes of the Battersea Fields Board Annual General Meeting held at Walden House Office on Thursday 31 July 2014 at 7:00pm**

**Present**

Alcinda Santana – Chair

Valerie Boxall – Vice Chair

Sarah Richardson – Housing Manager

Jo Baxter – Wandsworth

Lisa Pennett – Wandsworth (Acting Deputy Area Housing Manager)

Emanuel Jones – Board Member

James Smith – Board Member

Shola Stone – Board Member

Ray Williams – Auditor

Godfrey Agaba – by invitation

**Apologies**

Anna Bence – Board Member

Dorothy Akello – Board Member

Victoria Dickson – Board Member

Diana Cummins – Board Member

Wendy Speck – Co-Optee (Cllr for Latchmere)

**Absences**

1. **Welcome**
	1. The Chair welcomed all attendees, both board members and residents.
2. **Apologies**
	1. Apologies were noted from Anna, Dorothy, Diana, Victoria and Wendy.
3. **Minutes from the Last Meeting**
	1. The Board approved and adopted the Minutes of the Annual General Meeting from last year 25th July 2013. This was approved by Valerie Boxall and seconded by Shola Stone subject to the following amendments:-
		1. Sharon Lecky from Wandsworth was also present who was the Area Housing Manager from Wandsworth.
		2. Ray’s surname is Williams.
4. **Housing Manager’s Report**
	1. Sarah gave an overview of her Report which was also distributed to all present.
	2. The number of staff has been reduced to 3 members, being Sarah Richardson – Housing Manager, Sue Devine – Resident Service Manager and Donna Gurney-Iginla – Housing Support Officer and who will be at reception. Donna has just recently been recruited.
	3. Sarah reported that Wandsworth previously gave an allowance for 13 voids, now they have raised this to 21 voids. In the last year there were 19 voids.
	4. Wandsworth are going to do kitchen and bathrooms project under the Decent Home Standards hopefully running in 2015/16.
	5. Wandsworth are also running an external/communal repairs and redecorations. Phase 1 is to commence in 9 months including Atkinson, Walden, Dresden and Lodsworth House.
	6. Sarah has raised a referral to Wandsworth because of the numbers of repairs they have had to do on door entry systems. Results of discussions will be reported.
	7. There has been a problem with anti-social behaviour to do with mopeds. Some of the families that have been identified as causing the problem on this estate have been addressed. The police were going to try and attend tonight but have not been able to. Sarah thanked any residents who did come forward with information as it helped to address this issue and any others. Without support and information from residents it is impossible to address issues properly and sometimes even to know that there are issues.
	8. Sarah confirmed that it is not permitted to park mopeds/motorbikes on the estate walkways and pavement and chaining them to the railings. They must be parked in bays. A survey for comments and suggestion has been made available for residents to have specialised bays. In order to get this done there would need to be at least 5 motorbike/moped users to express an interest in this.
	9. Many residents mentioned concerns about parking in general. There are up to a maximum of 4 permits per flat. Wandsworth set this limit and Jo highlighted that Wandsworth cover many TMOs and any decision would have to be reflected across the borough. As a result it is unlikely that Wandsworth would do so. Sara Taylor then asked whether the limit can be reviewed on a Battersea Fields basis. Sarah encouraged everyone to fill out their thoughts on the survey and all suggestions and comments would be actioned to try and resolve the problem in the best possible way.
	10. Michael asked if another playground could be built and/or the current one be upgraded because of the growth in the number of children on the estate. Sarah again encouraged these comments and suggestions to be expressed in the survey. Action can only be taken when there is interest shown by residents.
	11. There will be a coffee morning for MacMillan Charity on Friday 26th September 2014 from 10:30 am to 12:00 noon. Donations will be asked for the light refreshments. Proceeds will go towards charity.
5. **External Audit Report**
	1. Ray from Appleby & Wood, the auditors, was introduced to go through the accounts.

Abbreviated copies of the accounts were distributed to all present.

* 1. Ray went through the detailed income and expenditure account for the year ended 31st March 2014. Total income for the year was £618,394 in relation to £603,285 for the FY1213. Total expenditure for the FY1314 was £606,051 over FY1213 £1,132,344. This means that for the FY1314 there is an operating surplus of £12,344.
	2. This year taxation on the surplus is £1,590. This is because Battersea Fields pays tax on bank interest only and a bond also matured this year.
	3. The balance sheet is healthy and the position is good. The reserves are £210,388, which is sufficient to run the entity for 4 months if there were no further funding.
	4. Ray read the Auditor’s opinion as it appears in the full financial statements.
	5. The accounts were approved by Michael Curran and Sara Taylor, both shareholders and residents.
1. **Appoint External Auditors for 2013/14**
	1. The Board recommended that the auditors went out to tender for the next financial year and this was agreed unanimously by all shareholders in attendance. At the next AGM price comparisons would be provided for a decision to be made on the FY1516.
	2. It was agreed unanimously by all shareholders present that Ray’s company be appointed to do the accounts for the FY1415 that is already in progress.
2. **Comments from Chairperson**
	1. There were no additional comments from Alcinda.
3. **Resignation of Board Members & Election of New Members**
	1. Alcinda thanked Tony for all his help and services rendered while he was on the Board.
	2. Those nominated to join the Board are: Victoria Dickson, Sara Taylor, Valerie Boxall, James Smith, Alcinda Santana, Lourdes Prestamo, Emanuel Jones, Diana Cummins, Jamal Kosar, Anna Bence and Shola Stone.
	3. Diana who is currently a co-opted Board member is being put forward to join the Board as full members.
	4. Because there are sufficient spaces on the Board, this matter does not go to a shareholder vote.
	5. Michael Curran did not put in an application in in time but was co-opted as a Board Member.
4. **AOB**
	1. The points raised and answered are as follows:
		1. Eva Fontenelle raised concerns about the social events and the timing, for example, Longleat has been organised for a date in the middle of September when all the children will be back in school and unable to attend. Val said that they had to cancel the August trip because no interest was shown so the coach had to be cancelled. Sarah asked her to fill suggestions in the survey form. Eva said she had done that last year and none of the suggestions had been taken on board. Sarah and Alcinda said they had not received it and will ensure that these suggestions are considered going forward.
		2. Michael asked about fire exit routes. Sarah confirmed that there are blue signs in all the flats and that the meeting point in the event of a fire is Culvert Road.
		3. Angela Esson reported having problems with water pressure and hot water and this affecting her heating as well. At least one other resident also agreed that this is an issue. Wandsworth have come and done tests. Thames Water has also been involved. Sarah is aware of the problem and is drafting a letter to Thames Water and also taking advice. Thames Water had said they had never been down but had told someone working at the Battersea Fields office that they would fit pumps to resolve the problem. Sarah is taking this further.
		4. Michael raised concerns about windows in Dresden House that are constantly left open which causes a security issue for children. He asked whether safety catches should be installed. Sarah said that they should have safety catches and these do come under repairs that can be arranged. She will inspect that particular block and get anything seen to.
5. **Date and Time of Next Meeting**
	1. The date and time of the next Annual General Meeting were not announced. Details will be confirmed once the date and time have been arranged.
	2. The date and time of the next General Meeting is 16th October 2014 at 7:00pm.

**Signed by …………………………………………………………………………………………………**

**Dated ……………………………………………………………………………………………………….**