

MINUTES

Haringey Leaseholders' Association Committee Meeting

Held on Friday, 9 January 2009 at the Civic Centre (Room 2), Wood Green

In Attendance

Committee

Sue Brown (Chair) SBr

XXXX (Treasurer)

Russell Chater (Secretary/minutes) RC

Anne Crellin (Outreach) AC

Catrina Zahoor (Membership Secretary) CZ

Nick Martin Clark (Chair) NMC

Emeka Ekeowa (Outreach) EE

Leaseholders

Charles Connolly CC

Scott Russell (Committee member) SR

Piers Johnson PI

Rita Batzias (Committee member) RB

Anne Goodhew AG

Guest

Chris Graham (London Leaseholders' Network) CG

The meeting was opened by Sue Brown at 19:15

1. Apologies
From: Ayten Goknel (Committee member); Selim Buyukdogan (IT Manager)
2. Previous Minutes
Minutes of the Committee meeting held on the 5 December 2008 were agreed as an accurate record.
3. Matters Arising from Meeting held on 5 December 2008
 - a. (3a, 3f, 3g, 3j) to be discussed under Website.
 - b. (3b) SBr was still to request a chequebook to then raise a cheque for £129.35 to pay into the HSBC account. Rupert Marsh's resignation letter, when located, would also be passed to the bank. Action: SBr
 - c. (3c) NMC was still to attend a FLAG (Ferry Lane Action Group) meeting with a view to forging a dialogue/relationship between them and HLA. Action: NMC
 - d. (3d) to be discussed under Finances
 - e. (5a) CG has yet to forward to SBr his correspondence with Sue Bambrough regarding her leak. Action: CG
 - f. (5b) SBr reported that she had not yet heard of the latest proceedings relating to the proposed eviction of a leaseholder by HfH.
 - g. (6b) SBr reported that she had been mistaken in needing to pass some cheques to XXXX.

- h. (8c) NMC reported that he has now sent paperwork relating to his complaint with HfH to the ombudsman.
- i. (9) SBr thanked all the leaseholders who attended the Residents Consultative Forum on Wednesday 10 December 2008.

4. Correspondence

- a. AC said that she had received a report from a leaseholder indicating that he was happy with the works recently carried out to his flat, although he was yet to receive a bill.
- b. SBr reported that she had received an application form from HfH for Umbrella Organisation recognition and funding. One of the questions asked how the HLA could demonstrate that it represented 60% or more of leaseholders, and this question prompted discussion amongst the committee. Examples raised included: the large attendance at the last AGM; the number of standing orders received; leaseholders who had attended surgeries in the past, and the fact that only 1 person had opted out of the 4000plus letters sent to leaseholders. However, it was noted that definite evidence was lacking, although it was also acknowledged that the HLA did not have the resources to gather such evidence. Ultimately, it was felt that the HLA should be able to answer the question sufficiently to justify being awarded the £700 per annum payment, and SBr is to fill in and send off the application form. Action: SBr
- c. SBr tabled an email from 'Bright Windows Ltd'. This window company had received the specifications of windows required by the council and were happy to provide a quote for all leaseholders for window installation if desired. A number of committee members expressed an interest in contacting the company themselves and also comparing the company with other companies. It was noted that SBU is collecting information on window companies. Action: SBU

5. Finances

XXXX reported the following:

- a. We have approximately 132 current standing orders - the same as at the last meeting.
- b. Only 1 leaseholder has yet to be traced in relation to their standing order payment.
- c. XXXX suggested that any mailings should, where appropriate, have a standing order form attached in order to maximise the number of standing orders we receive.
- d. XXXX was thanked by the committee for her considerable efforts in sorting through the finances.
- e. CZ put forward an expenses claim form. It was noted that the signatories would need to approve it. It was agreed by the committee that only 1 signatory would be needed for expenses up to £500, with 2 signatories being required for expenses above that.
- f. XXXX reported that there was the possibility of going online for access only for accounts.
- g. XXXX handed some accounts paperwork to NMC, for he and SBr to review and sign. Action: NMC/SBr

6. Membership Matters

- a. The committee thanked CZ for her work on the data protection policy that she tabled. It was noted that it had cost £35 to register. Thanks were also given to CG for bringing the issue of data protection to the committee's attention.
- b. The committee learnt that SBU had been sent an email from the council which included approximately 600 other leaseholder's email addresses. This likely mistake will benefit HLA, increasing the number of leaseholder's we are able to contact.
- c. SBr proposed that PJ be officially co-opted to the HLA committee. The majority of the committee backed this proposal and PJ was happy to be officially recognised as a committee member.

7. Outreach and Action Plan

- a. EE apologised for having missed the last meeting. EE reported that he had received a number of phone calls up to Christmas, and then just 1 call to date so far this year. EE reported that the majority of the calls related to repairs/workmen not turning up for repairs.
- b. EE reported that he was generally advising that leaseholders put all requests and complaints in writing, so that there is a record.
- c. EE raised the question of whether a log should be kept to record the queries that both he and Sue Brown receive. The committee felt that this was a good idea, and felt that the key things to record were names and email/contact details - which could prove very useful for future contact. Such a log might also prove a useful document for future dealings with the council. Action: EE/SBr
- d. CZ said that she would be happy to record the nature of the queries on the website, and she and EE are to liaise over this. Action: CZ/EE
- e. The committee noted SBU's hard work in organising meetings with Haringey's Turkish community, and he was thanked in his absence.
- f. The committee noted that more information on year 2 of the Decent Homes programme will be available by the next meeting, and that the committee will then be better able to target those leaseholders who will be affected.
- g. The committee generally acknowledged that at the next meeting discussion should start around how best to officially word/set up an umbrella group. This is to be included on the Agenda. Action: SBr
- h. CZ reported that she is to print off approx 500 copies of a paper drafted by NMC, which can then be handed out at the meeting on Wednesday. It is expected that a number of leaseholders affected by the current decent homes programme will be there, and it may be a good opportunity to target them and get them more involved. The committee noted that it would be good to get such leaseholder's email addresses and that a standing order form should perhaps be included on the paper as well. NMC and CZ are to liaise over this. Action: NMC/CZ

8. Leasehold Panel

- a. SBr tabled a letter (dated 17 December 2008) to Paul Bridge, as well as email communications with him around this date, relating to a meeting that needs to be arranged primarily between Ola Akinfe and NMC. A suitable date for the meeting has yet to be communicated by Paul Bridge. Action: SBr/NMC
- b. NMC tabled a letter he had sent to Jackie Thomas concerning a dispute over the accuracy of previous minutes. NMC reported that he was to now have a meeting with Ola Akinfe in February and that this meeting should not affect the panel as such. NMC reported that he had had a constructive recent conversation with Jackie Thomas and that he essentially felt the best way forward for the committee was to proceed with meetings on the understanding that the issues of the minutes be resolved at a later date.
- c. The committee noted that the phrasing of council minutes was poor at present, with an example cited that leaseholders 'apply' to come to meetings, which they do not. However, it was felt that this was not urgent at present. The need, however, to ensure the accuracy of minutes (both the councils and HLA'S) was highlighted, not least because minutes were something that the ALMO could pick up on and pick apart. The idea of having minutes read back before moving on to the next point was raised, as again was the idea of recording proceedings.

9. Decent Homes Programme

SBr reported that the programme list was awaited, but that this would be available at the Asset Management Panel meeting on Wednesday next week. Upon receipt of the programme, this could then be put on the website. Action: SBr/SBu

10. Website

- a. The committee noted that the website was still down following being hacked, and also noted the importance of the website as both a source of information for leaseholders and a professional public face for HLA.
- b. NMC reported that he had talked with SBU who had indicated that he would be happy to get the website back up and running but because of time and monetary factors, would require some form of payment - with a figure of £200 having been mentioned. SBU had also asked whether certain companies might be able to advertise their services on the site.
- c. After much discussion, the majority of the committee voted in favour of SBU being paid £200 to get the site back up and running. However, certain issues and caveats would need to be initially addressed. Firstly, identifying why the website was hacked in the first place, so that it could then be ensured that it would not happen again. Secondly, to confirm that the £200 payment is to cover the full year, including expenses and any updates throughout the year. Thirdly, to be able to specify what the website should include and being confident that it would be actioned as soon as possible. Fourthly, the committee felt that, should any companies wish to advertise on the website, then they would need to pay for the privilege, as is common elsewhere. The committee noted that a smaller payment (to be agreed) could be made to SBU in subsequent years for the website's upkeep. The committee also noted that ownership of the domain name would need to be addressed, although it was thought that this could be sorted out at a later date. NMC was to take these points back to SBU with a view to hopefully getting the

website back up and running within the next couple of weeks.

Action: NMC/SBu

- d. CG was to forward CZ and XXXX his list of email addresses as soon as possible so that they can make use of them. Action:

CG/CZ/XX

11. London Leaseholders' Network Report Back

Due to time constraints, it was agreed that this Agenda item would be discussed at the next meeting.

12. Any Other Business

Due to time constraints, it was agreed that any items this Agenda item could be dealt with more fully at the next meeting. However, the committee noted that digital aerials were the key thing to discuss, especially in light of it being on the Agenda for the Leasehold Panel meeting the following Wednesday.

13. Date of Future Meetings

After much discussion, and after the kind offer by PJ to host at his flat, the next meeting was agreed to take place on Tuesday 24 February, 7pm at 57 Yarmouth Crescent, N17.

This date was felt to be appropriate as Fridays were noted as difficult for many. The date would also allow last minute discussions around a major mail out to leaseholders (provisionally planned to occur on Tuesday 3 March) to take place if necessary.

Meeting concluded at 9:15 pm