

HARINGEY LEASEHOLDERS' ASSOCIATION

MINUTES OF THE COMMITTEE MEETING HELD AT 92 GLOUCESTER ROAD, N17, ON TUESDAY 15 MARCH 2011

Present

Sue Brown (Chair) (SB), Nick Martin-Clark (Treasurer) (NMC), Peter Gilbert (Secretary) (PG), Rita Batzias (Committee Member) (RB), Shirley Perlman (Committee Member) (SP)

Welcome

SB opened the meeting by welcoming SP to her first meeting following her election to the Committee at the AGM.

Previous Committee Meeting Minutes

The minutes of the Committee meeting held on Tuesday 8 February were confirmed after an amendment to correct the spelling of Alena Breckova's Christian name. NMC and SB would look for a draft of the minutes of the Committee meeting held on Friday 5 November 2010, based on a recording of proceedings then, which would be presented to a subsequent Committee meeting for confirmation.

It was agreed that, once confirmed, Committee meetings should be put on to the HLA website and e-mailed to those leaseholders on HLA's e-mail list. NMC would post confirmed minutes from December 2009 onwards to the website.

Matters Arising

NMC explained that he understood that, as an unincorporated Association, HLA could neither sue nor be sued. This was why XXXX's solicitors had sent individual letters to members of the Committee.

General Meeting Minutes

The Committee agreed draft minutes for the General Meeting held on Wednesday 15 December 2010 and the AGM held on Saturday 26 February 2011, which would be placed on the HLA website and would be presented for confirmation to, respectively, the next GM and the 2012 AGM.

Finance

- **Cheque Signatories**

SB reported that Delsie Grandson had telephoned to say that, when she had attended HLA's bank on 14 March, the official who would have taken note of the ID which she had brought to enable the bank to accept her as a signatory had been unable to see her and Delsie had been unable to arrange an appointment for the

purpose. NMC agreed to contact Delsie direct and to liaise with the bank to resolve the issue.

The Committee noted that Delsie was a signatory to only the limited company account, not to HLA's main account.

NMC agreed to send the bank a copy of the minutes of the Committee meeting that appointed PG as a signatory and will forward a copy to the bank.

- **Bank Statements**

NMC advised that he had found out that the bank had been continuing to send statements to XXXX although about a year ago the Chair had asked the bank to send them to her. Although the practice had been corrected, the bank was now sending the old statements to the Chair in separate envelopes, rather than all in one envelope.

- **Payment to New Host of Website**

The Committee agreed payment of £50 a year to the new host of the HLA website.

- **Refunds**

The Committee agreed in principle that a refund of subscriptions could be made where the subscription had fallen due and been paid in HLA's current financial year. A refund of earlier subscriptions should be considered only in exceptional circumstances. NMC would draft a standard letter for SB to vet.

NMC reported that he had received a list from XXXX of accidental overpayments.

SB reported that she had received three requests for refunds, one made on 17 April 2010 from Alena Breckova for £100, one for £20 from Scott Russell in respect of an accidental overpayment, and for all payments made since 4 August 2008 from Rio Lopez-Monreal. It was agreed to refund £80 to Alena Breckova as gesture of goodwill, to meet Scott Russell's request, and to deal with Rio Lopez-Monreal's request in line with the agreed policy.

Code of Conduct

The Committee reviewed the Code of Conduct, corrected the numbering and agreed to take out three bulleted paragraphs in item 5 which duplicated references in the Constitution.

Constitution

SB agreed to tidy the version of the Constitution which had been placed before the Committee, simply to refer consistently to Chair in all places, to show the correct date of adoption and to remove underlining that denoted an amendment. The Constitution would then be placed on the HLA website.

XXXX – the name of our former Treasurer has been removed

Complaints to H for H

NMC has e-mailed to Committee members a copy of his complaint to H for H.

SB reported that she was working on a major complaint to H for H. She read out the criteria laid down by H for H for an organisation to be recognised, and noted that there were several ways in which H for H had failed to comply with those standards in their treatment of HLA.

SB added that, as HLA had not submitted a timely application for recognition to H for H after the 2009 AGM, it should not have been designated as recognised as at 1 December 2010. Accordingly, the ~~year~~ recognition by the H for H Board could not have been valid.

She continued that the criteria for recognition said that full recognition could be granted at any time after the AGM and was valid for a year or until the next AGM.

NMC asked whether ~~year~~ was defined in calendar terms or in recognition terms.

SB went on to say that in order to apply for recognition HLCG would need to submit bank account details to H for H within two months of their launch meeting. The application needed to be accompanied by the meeting notice, minutes of the meeting, the attendance list, HLCG's equal opportunities policy and a copy of the most recent accounts, as verified independently by a person who is acceptable to H for H.

NMC commented that, if this meant that accounts had to be audited by a qualified person, it would probably cost at least several hundred pounds.

HfH Recognition Form

SB said that she had obtained the new application form and would prepare it for signature by the officers. It was very similar to the form used in previous years. The available grant had increased from £700 to £1000. One question asked whether the applicant organisation acted as the umbrella for any existing groups and, if so, how it proposed to work with them.

Merger/Affiliation with HLCG

SB said that Alena Breckova was not elected to the H for H Board to act as a representative of leaseholders, and it would therefore be misleading of her to call herself a leaseholder representative.

SB reported that she had written to HLCG on 1 March enclosing a list of 34 leaseholders at more than 25 addresses who had signed a petition calling for HLCG to hold a Special General Meeting to transact specified business. Although under the HLCG constitution the Secretary had to arrange for the SGM to take place within 21 days of the request being made and to ensure that notice was given to all

leaseholders at least seven days before the meeting date along with details of the agenda, notice had not yet been given to leaseholders. Accordingly, HLCG appeared to be in breach of its own constitution.

It was agreed that SB write to HLCG to make an offer of HLA assistance in facilitating the HLCG SGM, and also suggesting that if HLCG supported HLA's application for recognition HLA would agree to HLCG becoming an affiliate of HLA.

The Committee also agreed to post on to the HLA website details of the request to HLCG to call a SGM.

Future Committee Meetings

The Committee agreed that up to four meetings should be held a year, ad hoc.

Any other Business

NMC commented that the Press had not accepted the letter that he had written in response to Cllr Wilson's letter commending the launch meeting of HLCG. HLA needed to hold a campaign to re-establish its profile. NMC suggested cleaning as a suitable topic.

It was agreed to form a Cleaning Campaign Sub-group, consisting of SB, NMC and PG. This would also give HLA the opportunity to do outreach work on estates and listen to leaseholders' problems.

The meeting closed at 10.20 pm, with a vote of thanks to the Chair.