

**BOARD MEETING of the LONDON YARD MANAGEMENT COMPANY held
at 12 Beaufort Court, Admirals Way, London E14 on 13th March 2007, 7 p.m.**

Present:

James Rimmer (JR) - Chairman
Paul Duffy (PD) – Deputy Chairman
Ron Coverson (RC) – Board Secretary
Catherine Hareb (CH)
Kevin Taylor (KT)

In Attendance: Mark Tamuta (MT), Shama Butt (SB) – Wood Management

Apologies for Absence: David Bush (DB), Ray Roberts (RR).

1. Minutes of Previous Meeting. The minutes of the previous meeting held on 16th January 2007 were approved as an accurate record.

2. Matters Arising. There were no matters arising not dealt with elsewhere on the agenda.

3. Resignation of a Director. James Rimmer reported that he had received the resignation, from the Board, of Simon Hollingworth. The resignation is with immediate effect and for personal reasons. Simon did not wish to stand for re-election at the Annual General Meeting. James, on behalf of the Board, thanked Simon for his efforts during his tenure.

4. Repairs and Redecoration Status Report.

- a. **Frans Hals Court.** James Rimmer reported that although work on Frans Hals Court was almost complete, it is possible that water ingress was still taking place. Mark Tamuta said that Bob Gould would ensure that the problems were solved prior to the project being signed off. MT
- b. **Vermeer Court.** Mark Tamuta reported that Bob Gould had undertaken a detailed review of the works required with the contractor that submitted the lowest tender. As a result of the review, it was necessary for the contractor to increase his price. This increase brought the tender price above the next lowest submitted. Bob Gould was of the opinion that, were he to undertake the same review with the other contractors that submitted tenders, all of them would need to increase their tendered price. Mark Tamuta agreed to look into the legal situation regarding the Section 20 notices. It was agreed that a Consultation Meeting of Vermeer Court leaseholders would be organised soon after the Annual General Meeting. MT
- c. **65 – 85 Amsterdam Road.** Shama Butt reported that the internal decoration of the block had been completed. Paul Duffy reported that he had received favourable feedback from residents of the block.
- d. **Bicycle Racks.** It was agreed, at James Rimmer’s suggestion that secure bicycle racks should, where possible, be installed under the staircases within blocks. SB
JR

- e. **Internal Redecoration of Amsterdam Road Blocks.** It was agreed that contracts should be issued for the internal redecoration of numbers 1-11, 2-12, 13-63 Amsterdam Road. SB
- 5. Annual General Meeting.** Paul Duffy reported that the notices of the AGM had been sent out on time.
- 6. Budget 2007/2008.** Mark Tamuta presented his draft budget for the company for the financial year 2007/08. He agreed to email the budget to Board members who would send him any questions they have. It was agreed that a Board meeting specifically for the budget would be held soon after the Annual General Meeting. MT
ALL
- 7. General Estate Maintenance.**
- a. **14-96 Amsterdam Road.** It was reported that there was water ingress from the roof of this block. Ron Coverson also reported that he had received a query from a leaseholder asking when the external painting was to be done. It was agreed that Bob Gould should be asked whether he could manage the work on this block at the same time as the work on Vermeer Court. MT
- b. **Vermeer Court Water Leak.** Paul Duffy reported that there were serious water leaks in Vermeer Court and that substantial work was being done to identify the problem and to fix it. Shama Butt reported that Ricky Lewis had now identified the source of the leak and fixed it. This would be a substantial insurance claim. SB
- 8. Key Fobs.** Shama Butt tabled a quotation for the introduction of entry door key fobs for Van Gogh Court and Vermeer Court. It was agreed that two further quotations should be obtained and that Wood Management are authorised to select a supplier and have the system installed. MT
SB
- 9. Memsahab Restaurant Sign.** It was agreed that the Memsahab Restaurant should be allowed to set up their sign (artwork produced) next to the London Yard sign at the junction of Amsterdam Road and Manchester Road at a charge of £100 p.a. SB
- 10. Security & CCTV.** Paul Duffy reported that the CCTV cameras would be installed and working prior to the Annual General meeting. PD
- 11. Cost of Sellers Pack.** After some discussion, it was agreed that the possibility of setting up a Sellers Pack area on the website should be explored although it was accepted that the extent that it may be accepted by the buyers' solicitors is unknown. MT
RC
- 12. Emergency Contact Number.** It was proposed that a 24 hour emergency telephone number be made available for residents to call in help with water leaks etc, It was agreed that Ricky Lewis should be asked whether he was prepared to provide this service. SB
- 13. Pub Quiz Night.** Catherine Hareb said that a Pub Quiz Night was being arranged to take place in the Pier Tavern in May and asked for a subsidy of £30. This was agreed. The event would not be restricted to London Yard residents but open to friends and acquaintances to attend. SB
CH
- 14. Date of Next Meeting.** A meeting to approve the 2007/08 budget would be arranged RC

in early April. One weeks notice would be given.

Ron Coverson
Board Secretary
14th March 2007