

**WOODBERRY DOWN COMMUNITY ORGANISATION
LIAISON MEETING WITH PARTNERS**

Woodberry Down Community Organisation Liaison Meeting with Partners
Tuesday 8th October 6pm – 7pm

Residents: William Sheehy (WS), Andres Anderson (AA), Leonora Williams (LW), Oonagh Gromley (OG), Adrian Essex (AE), Geoff Bell (GB),

Partners: Hermione Brightwell (HB), Julian Rodriguez (JR), Trevor Hughes (TH), Giorgia Woolveridge (GW)

Apologies: Roda Hassan and Jackie Myers

ITLA: Simon Slater (SS), Emre Ozturk (EO)

1.0	Minutes of July Liaison Meeting
	The minutes were reviewed for accuracy and agreed upon.
2.0	Matters Arising
3.0	<p>Community Space: The fit-out work for the Phase 3 community satellite space has been turned into an apprentice's project, with apprentices completing the work. This is taking a bit longer than expected. But viewing with WDCO is expected to take place at the end of the month.</p> <p>ACTION: TH will provide completion and viewing dates for the community space.</p> <p>NHG Heating: There are still issues with NHG / Vital heating bills. SS noted that there are less issues than previously but issues are nevertheless persisting.</p> <p>SS raised issue of solar glass covering in phase 2 social rented block, although some of the film had been replaced there were still windows to be upgraded.</p> <p>ACTION: TH will confirm all the glasses have been replaced.</p> <p>Service Charge NHG social rented blocks: Simon mentioned that no details have been given to TRAs or WDCO reps regarding the unallocated costs that have been found by NHG in the last meeting that was set up and there should be another meeting set up soon.</p> <p>ACTION: JR will give a update on the unallocated costs soon.</p> <p>Phase 3: There have been viewings by prospective tenants however no dates for people to move in have been given.</p> <p>TH and JR says by the end of the month or during November people should start moving in.</p> <p>Geoff raised his concern that people are having to make decisions about their future without having known what the rent and service charges are.</p> <p>Simon asked what will be done regarding the fact that wheel chaired individuals can't open the front door of the building yet the building is wheel chair compliant.</p> <p>ACTION: TH knew about the incident and will give a update when available.</p>

	William asks if there will be a handyman in the new phase like in previous phases. TH explains despite not knowing this could be an arrangement made from before.
3.0	Outstanding estate management
	WS brings up that the Solar panels connecting has been an issue. TH responded saying that all the solar panels are 100% connected. TH also says that the builds are handed over with the solar panels being connected. Simon says that this should be discussed with Roda present
4.0	Action tracker
	<p>High Rise Window report: position remains the same maintenance checks have been done and except a few screws loose nothing has been reported. KSS1 needs to have a annual check that will be done soon. TH also says there is a possibility that what went wrong with the window incident might never be released.</p> <p>Service charge: No update</p> <p>DHN feasibility study: This will be brought back in the WDCO board meeting and updates will be given.</p> <p>Out of phase split house hold workshop: No update has been given</p> <p>Vital Billing: There are still issues with billing and no updates have been given.</p>
5.0	Preparations for the October board meeting
	<p>Masterplan Presentation: SS reported that the Executive Committee wants the information distributed a week before the board meeting. TH agreed that there will be information sent out before the end of the week including provide hard copies.</p> <p>William asks if the District Heating feasibility study will be provided and when it will be shared with the working group. Hermione says she will give a update when possible.</p>
6.0	Partner Updates
	<p>NHG: No further updates have been given.</p> <p>BH: Health and safety no accidents have taken place. The last tower crane will be coming down next week. B1 and B6 are in occupation now. Scaffolding in B4 and B5 will start coming down by December, B4 and B5 will be handed over in June or July next year.</p> <p>Phase 4 designs are progressing well and next year should be able to move over from phase 3 to phase 4. There are currently 10 apprentices are working and are working on the community space.</p> <p>LBH: Moving tenants to phase 3 and allocation is currently the major part of the work being done. A second CPO is being made.</p> <p>Block D drafts are being made for leases and next year block D should be occupied.</p>
7.0	AOB
	<p>Geoff asked when the results of the survey carried out by LBH with the residents in homes on Woodberry Grove North will be completed.</p> <p>Hermione reported there has been information gathered but no formal survey and she will give summary feedback as soon as possible.</p>

