

WOODBERRY DOWN COMMUNITY ORGANISATION Board Meeting

MINUTES

Thursday 18th September 2025
7:15pm Redmond Community Centre

Attendance: Barbara Panuzzo, Dulce Laluces, Hilary Britton, Geoff Baron, Kalu Amogu, William Sheehy, Phil Cooke, Gita Sootarsing, Necdet Ozturk, Andreea Stoica, Ann Hunte, Oonagh Gormley, Adrian Essex, Omar Villalba, Mina Faragalla

Partners: Tom Anthony (Berkeley Homes), Julian Rodriguez (NHG), Nikola Popovic(NHG), Gareth Crawford (Hackney Council), Cllr Sarah Young

Visitors: Roda Hassan, Ameera Hassan

Welcome / Apologies for absence: Andrea Anderson, Leonora Williams, Kristina Zagar, Nicholas Attalides, Francis McDonagh, Donna Fakes, Tina Parrott, Ekaterina Andreeva, Shifra Appich, Jackie Myers,

Jada Guest (NHG), Cllr Nicholson

Introduction

1. Recent incident at Woodberry Down:

- 1.1.** The Chair addressed the recent incident and confirmed that a meeting with the police took place earlier this week. William updated that, during the meeting, discussions focused on estate security. The police confirmed that there will be increased patrols across Woodberry Down and at the bus station to address phone thefts, and they encouraged residents to report any incidents.
- 1.2.** Barbara reported that the Headteacher at Skinners' Academy has agreed with the police to patrol Woodberry Grove at 3:30 pm on school days to help prevent thefts targeting children.

2. Acceptance of minutes of 17 July 2025:

- 2.1.** Friends of Woodberry Down corrected paragraph 4.7 of the July Board minutes, clarifying that they are not holding events on Fridays, as this clashes with the prayer group. They are still in discussions regarding funding.
- 2.2.** Minutes were accepted

3. Matters Arising / Action Tracker

- 3.1. Cllr Nicholson has arranged a meeting to discuss the split household issue for 29th September. Elaine and Jackie have been invited.
- 3.2. Roda has not received an update from the Estates Team following the service charge meeting and requested feedback from that discussion.

ACTION: Tom to follow up with the Estates Team for an update and feedback from the service charge meeting.

Response has been provided to KSS1 RA and meeting dates are being agreed. KSS3 & Phase 2 RAs have regular meetings scheduled. Recommendation for this action to be closed.

- 3.3. Roda received the draft breakdown of costs for Phase 3b from Nic and circulated it to Executive Committee members.
- 3.4. Nikola reported that Sydney, NHG's Property Manager for Woodberry Down, has contacted residents from Willowbrook and Hartington to arrange a meeting on service charges and is awaiting confirmation of dates. Roda added that the original enquiry related to the 2025/26 budgets, which have now been circulated to shared owners at Hartington Court and members of the Willowbrook Residents' Association.

ACTION: NHG Property Manager to arrange a meeting with Willowbrook and Hartington residents regarding service charges.

The meeting has now been arranged for Thursday 23rd October at 7pm.

- 3.5. The draft letters on historical service charges for NHG managed blocks have been revised by WDCO. The letters are due to be sent out by the end of this week.
- 3.6. Omar requested NHG to provide an overview of how many CCTVs are functional. Cllr Sarah Young noted that there had been responses about specific sites with working cameras and asked NHG to share details of the CCTV maintenance programme. Nikola agreed to email Jada for clarification. Hilary also asked who is responsible for monitoring the cameras.

ACTION: Nikola to ask NHG to provide an overview of CCTV monitoring in social blocks, including the number of functional cameras, details of the maintenance programme, and who is responsible for monitoring.

- 3.7. Hackney provided an update on the number of residents who have not yet accepted moves to Block 3b.
- 3.8. Tom updated the Board on event funding distribution: Berkeley contributed £30,000, NHG £15,000, and Hackney £10,000. NHG also supported the Pavilion project in partnership with Hackney.
- 3.9. Tom explained that funds are allocated through meetings involving MHDT, delivery partners, and WDCO.

- 3.10. The Chair noted that, following the Hidden River Festival meeting, the traditional three event annual structure is under review based on community input and partner capacity.
- 3.11. Roda requested updates from partners on outstanding actions:
- **Windows in Residence Tower:** Sarah Fabes reported at the July Board that Berkeley is still awaiting a concluding statement from the legal team.
 - **Historical Service Charges:** The review of 2020/21 to 2022/23 service charge actuals has now concluded. Draft letters have been prepared and reviewed by WDCO and the ITLA, with distribution planned for this week. Drop-in sessions will follow in October (dates to be confirmed).
 - **District Heat Network:** Tom confirmed that consultants are finalising cost estimates and will provide an update soon. Hilary requested a meeting to review recent developments.
 - **LLP:** A meeting with Cllr Nicholson is scheduled next week to discuss the split household issue.
- 3.12. Gita and Necdet have been collaborating to support independent hospitality businesses affected by Phase 4 demolition and construction. They discussed joint marketing initiatives, including a community "Happy Hour" at Sublime, to encourage collaboration among local businesses.
- 3.13. Board members requested clarification on partner names and role titles.

ACTION: Partner names and organisations to be included in the minutes. **This has been included in the minutes.**

- 3.14. Barbara asked whether R&R could be invited to Board meetings following internal changes at Berkeley. The Chair agreed, subject to Berkeley Homes' approval.

ACTION: Tom to look into whether R&R can attend future Board meetings. **Update from BH is that additional meetings incur additional costs, which would have service charge impacts (although they would consider these very negligible). If they are still required, they believe it would be more beneficial for R&R to attend Liaison Meetings instead. The Executive Committee has recommended that R&R attend the Board as and when required.**

Major topics

4. Berkeley Presentation - Construction Logistics Plan for Phase 4 :

- 4.1.** Berkeley obtained vacant possession of Phase 4 last Thursday. Over the next month, Berkeley will be installing permanent hoarding.
- 4.2.** Tom's presentation provided an overview of the planned works and construction logistics for Phase 4 over the next six months.
- 4.3.** Berkeley will be appointing contractors and commencing a 'soft strip' period from 1 December 2025 to 20 March 2026. This will involve disconnecting utilities and stripping out the core parts of the buildings.
- 4.4.** Structural demolition is scheduled to take place from 5 January 2026 to 28 May 2026. Environmental control measures will be implemented, including dust suppression, noise limits, and regulated working hours.

- 4.5.** Permanent construction works are due to begin on 1 June 2026.
- 4.6.** Working hours will be Monday to Friday, 8:00 am to 6:00 pm, and Saturday, 8:00 am to 1:00 pm, with no work on Sundays or Bank Holidays. Hilary requested that noise levels on Saturday mornings be limited.
- 4.7.** Tom reported that there will be between 30 and 50 HGV movements at peak times, along with around 60 smaller vehicles.
- 4.8.** These movements will be managed to avoid peak hours and minimise disruption to residents.
- 4.9.** For safety reasons, Berkeley will close half of Seven Sisters Road during the installation of the permanent hoarding at the point of demolition. They will also close the majority of Woodberry Down up to the edge of the Jewish Girls' School, as well as the pavement along the perimeter of Phase 4. Pedestrian access will remain from Manor House Junction through to Sainsbury's, with additional lighting installed for safety.
- 4.10.** Vehicular traffic will be rerouted via Goodchild Road, continuing onto Kayani Avenue, with a one-way system leading back to Seven Sisters Road. Vehicular access for the Jewish Girls' School will also be relocated to Goodchild Road.
- 4.11.** The current cabins will remain in place throughout the duration of the Phase 4 build.
- 4.12.** Necdet asked how road closures and noise would affect local businesses. Tom responded that pedestrian access will be maintained, and measures will be in place to minimise noise disruption.

ACTION: Cllr Sarah Young to request that the Safer School Streets team assess pedestrian crossings in light of the building works.

Update to be provided by Cllr Young at the Board.

5. Partner Updates:

- 5.1. NHG:** Julian reported that NHG has completed all but one property in Phase 3. The first tenancy signings took place this week, and residents will shortly begin moving into Phase 3b. The final remaining units are due to complete on 6 October.
- 5.2.** NHG has been discussing the *Places and Estates* and service charge review, and is developing the terms of reference for the ongoing service charge working group. This will ensure there is a clear understanding of service charges and rent levels for Phase 4 residents.
- 5.3.** Jada provided an update on heating and hot water works, confirming that these have been completed at Watersreach and Reservoir. Works at Rowan and Hornbeam have been delayed until Spring 2026, as NHG has decided to expand the scope of works.
- 5.4.** The Chair enquired about how NHG measures the effectiveness of its community programmes, specifically how many people take part in Active Within classes and who these activities are reaching. Friends of Woodberry Down were granted NHG funding to deliver a community programme at The Edge and Redmond Centre, as well as to use the Hidden River Festival as a fundraiser. However, they reported that they have been waiting for the funding since March.

ACTION: Julian to speak to Sarah Connelly regarding the delay in releasing funding to Friends of Woodberry Down. Funds have now been paid to Friends of Woodberry Down.

ACTION: Julian to provide details on how NHG measures the effectiveness of its community programmes, including participation numbers for Active Within classes and information on the groups these activities are reaching.

In terms of Active Within, the work experience includes the opportunity to shadow and learn the skills to become a qualified personal trainer. On Woodberry Down, we have a resident who has completed the work experience. The resident is now in employment with Active Within. The local resident showed a keen interest in becoming a personal trainer and joining their team. They have guided him in the right direction to become a qualified personal trainer through a government funding scheme for under 24's.

In terms of last quarter, Active Within delivered 132 health coaching sessions with 49 NHS referrals. They also delivered 164 free exercise classes. They will be delivering a 7 am yoga session from the Redmond Centre every Tuesday for £7/ class going forward too. This is the only paid for class that Active Within deliver.

Active Within encourage Woodberry Down residents to get involved. Part of this quarter's focus is engaging with Skinner's Academy and the Edge Youth Club. They don't deliver sessions directly from schools but are working to encourage a more youth focused class. They do run a family fit class. See their timetable attached or online <https://activewithin.com/event-directory/>

5.5. Berkeley: Tom reported that the masterplan was approved and received a resolution to grant on 3 September. Berkeley is now addressing the associated legal matters and will begin designing Phase 5 immediately. Berkeley will continue to provide regular updates to the WDCO Board. Phase 3 is expected to complete by the end of October.

5.6. William asked whether the pathways between Willowbrook and Hartington have been signed off and noted that he intends to raise this at the upcoming SMB meeting.

ACTION: Tom to follow up with Berkeley on whether the Willowbrook and Hartington pathways have been signed off. R&R have been made aware following William's comments and quotes are being sourced to fix this.

5.7. Hackney: Hackney confirmed that vacant possession for Phase 4 was achieved, and the site was handed over to Berkeley Homes on 11 September. The Council is currently conducting a housing needs survey for tenants in Phases 6–8, which will inform planning for Phase 5.

5.8. Phase 3a is now fully occupied. Of the 42 new social rent homes in Phase 3b, 15 remain unlet, and residents across the estate have been invited to express interest. There have been seven refusals to move into Phase 3b.

Hilary asked how many residents in Phase 5 are eligible to move to Phase 3. Gareth confirmed that there are currently 38 council tenants living in Phase 5.

- 5.9.** WDCO will be holding a meeting with Cllr Nicholson to discuss the split household issue.
- 5.10.** The Ground Floor Strategy update will be presented to the Partnership Board on 1 October.
- 5.11.** The masterplan was approved by Hackney Planning Committee on 3 September.
- 5.12.** TfL will attend a future Partnership Board meeting to provide an update on Seven Sisters Road.
- 5.13.** Elaine asked about the 15 unlet flats. Gareth explained that a lack of suitable household size matches is the main reason for the low uptake. The phase was designed using survey data from that period, but demographics have since changed, creating a mismatch in unit sizes. Hackney is now considering how to adapt properties to better meet current needs.
- 5.14.** Roda noted that Hackney's report stated Phase 5 would be moving into decant and asked when this would be presented to Cabinet. She also raised concerns about the leasehold offers, as there are currently no two-bedroom shared equity properties available. Gareth responded that Hackney is still developing its decant strategy and assessing how it aligns with Phases 5. Bringing Phase 5 forward will allow the Council to progress matters such as purchasing leaseholds more quickly. Hackney assured the Board that they will bring this back to the Board before it goes to Cabinet.

6. Board discussion without partners:

- 6.1. Preparation for Partnership Board:** WDCO discussed its working relationship with NHG, noting the need for greater clarity around partnership roles and engagement. Gareth and Suzanne proposed arranging a meeting with NHG's senior directors ahead of the next Partnership Board to agree a more collaborative approach going forward. WDCO supported the proposal to engage with NHG at a more senior level.
- 6.2.** The Estate Management Board meeting originally scheduled for 29th September is being rearranged, and a revised date will be confirmed shortly.

7. Update on WDCO priorities:

- 7.1.** WDCO agreed to focus on strengthening its engagement with NHG as a key priority.
- 7.2.** William expressed concern about Berkeley's local presence following Trevor's departure, noting Trevor's long-standing involvement at Woodberry Down over the past 18 years. Hilary proposed inviting Michael Lucid to attend the next Board meeting.

ACTION: WDCO to invite Michael Lucid to the next Board meeting.

7.3. Oonagh proposed that Omar's paper on rent disparities across the estate should be treated as a priority for future discussion.

8. Update from the working group (written update to follow):

ACTION: Roda to send a written update and feedback from recent meetings by Monday, including updates on the Health Meeting, Security Meeting, Safer Community/Community Forum, and the Task and Finish Group review meeting attended with Hackney. **Update has been provided to the Board.**

8.1. The Chair reported on the Section 106 meeting, noting that the discussion focused on why WDCO considers this issue important and the extent of WDCO's influence over how funding is allocated. A spreadsheet was shared outlining the various stages of different masterplans. Geoff observed that the spreadsheet was difficult to interpret, and Murray will adapt it into a clearer, more accessible format.

9. AOB:

9.1. Hilary proposed that WDCO host an event at The Naturalist to recognise Trevor Hughes' contribution to Woodberry Down.

9.2. Oonagh confirmed that she had followed up on the October half-term multi-sport activity week and will identify participants for the course.

ACTION: WDCO to organise an appreciation event for Trevor Hughes at The Naturalist.

Updates on actions from the action tracker:

- **Window report:**
 - Berkeley will never be in a position to share the facade consultant's report as it carries legal privilege protection
 - Whilst we cannot go into detail, there were a number of factors that led to the detachment of the window, with no one factor wholly to blame
 - The remedial strategy our facade consultant is putting in place, when finalised, will deal with each of the factors
 - Berkeley, as a business, has taken the matter incredibly seriously and has gone through extensive steps to ensure this is dealt with properly
- **NHG's Historical service charge review:** The outcome of the service and the accounts have now been published. NHG is also holding two drop in session for residents on 15th and 23rd October.
- **Split household LLP:** WDCO members and Elaine Gosnel met with Cllr Nicholson on 29th September. These were the key points from the meeting:
 - Cllr Nicholson informed the meeting that recent legal advice indicates the current Local Lettings Policy (LLP) may expose the Council to potential legal challenge from individuals outside Woodberry Down. As a result, an urgent review of the policy has been recommended.
 - He stated that he has not yet seen the full legal advice but intends to examine and rigorously challenge its conclusions before accepting any recommendations.
 - Council officers are currently summarising the legal advice and will present their findings and recommendations to councillors. Depending on the outcome, the review could extend borough-wide, potentially requiring a wider consultation on the Council's overall lettings policy and affecting the review's timescales.
- **District Heat Network:** BH has not been able to reach out and arrange a date just yet, but they hope to either w/c 27 October or w/c 3rd November.

