

Majestic Board meeting - 13/3/24

Present - Tony, Denis, Eric, Sue

Communication

Notice boards_- These are now in place.

* *Simon : can you please provide the necessary signs that need to be placed on the boards*

Letter from flat 37 - Sue has discussed communications moving forward with them.

Minutes of Board meetings to be inserted in file on ground floor of each block.

* *Sue will take on this task*

Website - it was agreed that a website be set up to keep leaseholders and their relatives updated regarding progress with the external facade works. If anyone advises that they are unable to access the internet, we may need to consider printing out a copy of the information which can be added to the information files in the main entrances.

In the future it may be that the website is used to update regarding other projects.

* *Tony will set up the website and be responsible for uploading content (which will need to be approved by Realty and the Board). Tony will send details of the cost for setting up and maintaining the website to Simon, for authorisation.*

Newsletter - a Spring newsletter would be helpful to cover the items identified in previous meetings, along with a reminder re security (garage doors, rear entrance doors and use of intercom, the recent vandalism to D block rear door), combustibles in garage reminder and information about the website.

* *Simon, are you OK to produce this?*

CCTV

As previously discussed, the current CCTV system requires updating and it was agreed that we progress with the company that Tony secured the £2,272 quote from unless Simon has been able to secure a better price.

* *Tony will resend the information to Simon for authorisation.*

Regarding the police response to the vandalism on D block rear door, Tony has been liaising with the police, but following several visits and other communications, he is still awaiting final feedback.

Intercom

Eric received a call from Mrs Levy to say that her intercom system was faulty, when he investigated it was working perfectly, it would appear that she is unable to hear it clearly due to her hearing difficulties. Apparently Gee's attended the flat 58, as requested at the EGM and they spent 4 hours on site? (The lady stated that she is hard of hearing).

Cladding

In light of Denis's email regarding the sister building having allegedly been told by the local fire department that there is no issue with the cladding. We all feel that we need to know where we stand.

** Simon, have we had any feedback from the solicitor that you approached?
We would appreciate your thoughts/comments about this.*

Fire

Compartmentation

** Simon, do we have a start date for these works?*

Fire door works - log sheets will be used to record the quarterly checks on the communal doors and the issues highlighted in the Fire Door Report will be tackled a door a week. It is not felt that any new equipment or an account with a local company is needed at the moment.

** Tony will produce the log sheets for Denis to record the quarterly checks*

** Denis will work through the Fire Door Report as described above,
requesting support from the other Directors when needed.*

Lifts

Heating in the motor rooms - the fan heaters provided by Sheridans for B and C blocks do not appear to be maintaining a regular temperature. It was agreed that the tubular heating be replaced in B block and the old tubes that still work be retained for future use.

** Denis will send details of the product to Simon for authorisation/ordering,
likely cost will be in the region of £100.*

Door contacts and rollers - these have in the past and more recently been suggested as a potential cause for lift failures and door closure issues. In the meeting with Daniel Sheridan he suggested that the rollers may be the reason for the issues with A block, Paul Knight visited some time ago to conduct a survey of B block doors and quite a while ago we were told that a

contact was being ordered for C block, we haven't had any updates regarding any of this.

* *Simon, can you please request a meeting with Sheridans (ideally with Ian, Paul Knight and Daniel in attendance) so that we can get clear information about our situation. Presumably we can also discuss their email regarding unpaid bills at the meeting.*

Service contract - we would like to have a written copy of what the service visits cover

* *Simon, can you please request this from Sheridans*

Oil change - the oil in A, B and C blocks will be replaced on 20th March.

* *Simon, can you ask what time the engineer will be on site and how long each lift will be out of action.*

Water leak in C block motor room

* *Eric has arranged for a local plumber, DG Heating, to visit on Monday 18th March to hopefully sort this.*

Parking

It was agreed that queries regarding allocation of parking spaces were not a priority.

Finance

Further to the online meeting with the Finance Director, it was suggested that sample reports from the new system could be provided for information.

* *Simon, can you please send us some example reports.*

Flat 25 invoices - need to be discussed at next meeting.

Future meetings

It would be helpful to have the dates of Board meetings planned in advance e.g. the first Monday of the month. If face to face meetings are to take place bi monthly, it would be helpful to have an online meeting on the other months. We will then be in a position to schedule our "catch up" meetings in preparation for the main Board meetings.

* *Simon, can you provide us with a schedule for future meetings?*

