

**MINUTES of the Windsor Road(Swindon) Residents Ltd
Board of Directors Meeting held at 4.30pm on 1st February 2017.**

Attendees:

M Holden

G Rudnik

B Howe

B. Mercer (retiring Managing Agent).

J & D Morris (new Managing Agent)

Apologies for absence

C Barber

D Guyatt (retrospectively)

Minutes of last meeting on 7th January 2017 Approved

Matters Arising

Garden Maintenance Satisfactory. Bush outside flat 15 will be removed shortly. It was agreed that review of gardening contract be undertaken in spring.

Security RB has again sprayed the car park area with Jeyes Fluid but doubts expressed as to whether mixture strong enough to make an impact. BM will check with him on next visit.

BM has tried to get update/comments from police re car park incident prior to Xmas, but they need full details etc & crime number beforehand. BM has written to occupiers of flats 24 & 20 for details etc but no response.

After further discussion on security options it was decided to get costings for supply & fit of security gates at a) lower end of sloped entrance to car park. Also lockable gate at stepped entrance by meter cupboard. b) At main entrance to car park.

BM & JM will each obtain a quote for consideration at next meeting.

Redecorating BM awaiting formal quote for repainting porch areas- should be available for next meeting. It was agreed that replacement of communal doors with uPVC versions not appropriate at present.

Motorbike left in car park by owners of flat 24 will be removed as soon as their house move is completed- hopefully soon.

Maintenance report John Howell has fitted closer to gate outside flat 20. Monitor effect before deciding on whether to repeat on other gates.

Malcolm Alexander will shortly be fixing failed intercom unit in flat 31 and failed security lights on Windsor Road and Queens Drive exterior walls- he has been away, hence delay.

The leakage of cavity wall insulation material from porch in block 5-8 continues. BM will continue to chase installers, Warmspace, for remedial work.

NB Warmspace have now been put into administration. Although administrators are aware of our complaint it seems unlikely that there will be swift (if any) action from them & JM will arrange for another firm to try & resolve.

It appears that the bin cleaners have not attended for some while & BM will chase for urgent cleaning of the bins as they are becoming unpleasant.

Current Financials

Current Account £13698.50. Service Charges payable £2638.20, Prepays £ 2622.63

Agents report. BM & JM & DM confirmed that the transfer of the management duties is now under way and all residents/owners will be contacted shortly to explain the change etc. BM will continue to liaise with JM & DM as & when necessary to ensure smooth changeover.

AOB

None

Date of Next Meeting

To be held at **2 pm on Monday 24th April 2017**

Venue: To be arranged.

The meeting was closed at 5.30 pm.