

BAKERS MILL COMMUNITY ASSOCIATION

Minutes of the Meeting held on Thursday 19th February 2015

Present	Apologies
Lee Prentice (LP) Chairman Jo De Boos (JPDB) Glen Mansbridge (GM) Peter Philpott (PP) Ian Simmonds (IS) Anne Offord (AO) Ian Stuart (ISt) Richard Robins (RR) Keith Nash (KN)	Sophie Simmonds (SS) Phil Orford (PO)

1. Apologies
Sophie Simmonds, Phil Orford
2. Minutes of the Meeting held on 11th December 2014
The minutes of the meeting held on 11 th December 2014 were <u>AGREED</u> . Proposed: Peter Philpot Seconded: Glen Mansbridge
3. Declarations of Interest
The Chairman proposed that minutes should include a record of Declarations of Interest by committee members. None recorded for the meeting.
4. Grounds Sub-Committee (ISt)
<p>A meeting of the sub-committee will be arranged for the following week.</p> <p>The cricket bat willow located downstream had been inspected by a tree surgeon who had recommended it be reduced by 50%. H&W will arrange for the work to be undertaken.</p> <p>Play area – On the advice of ROSPA and the insurance company, the play area should be decommissioned until we are clear who has responsibility for the area. In the meantime, costs of removal/storage arrangements had been advised by H&W.</p> <p>LP/PP had met CT East regarding the maintenance contract and had requested a quotation for grounds maintenance, which would include regular clearance of the mill race. ACTION: Check H&W had not made alternative arrangements for the mill race to be cleared as per Gareth Cole's recommendation. ACTION: The sub-committee will discuss the grounds maintenance contract at their next meeting and made a recommendation to the committee.</p> <p>Discussion followed regarding the pros and cons of appointing all the contracts – grounds, cleaning and maintenance - to one company. The general view was that if residents received value for money and a quality service, this shouldn't be a problem but all contracts should be kept under review. The committee was pleased with the current work undertaken by CT East and their proactive approach.</p>
5. Leaseholders Sub-Committee (PP)

Yellow lines – If no objections are received within the next couple of weeks the lines will be put in place almost immediately. If even one objection is received the process could be put back by a year. PP will advise the committee once he has heard from County Highways.

Cleaning contract – a quotation has been received from CT East, which is a direct comparison with the current contract, and shows savings of about £550 per year. It was recommended that CT East takes over the cleaning contract and the committee agreed. **ACTION:** H&W will make the necessary arrangements and PP will advise the committee of the timeframe.

Flat roofs – still in discussion with Barratt Homes to resolve the matter.

Some of the guttering at Bakers Court is damaged and a cherry picker maybe required to undertake the repairs. Check what else on the estate needs doing that may need a cherry picker so that costs could be spread. Consider asking Prokill if they could repair the guttering next time they are on site. **ACTION:** PP

Bike store – IS and PP to see if they can identify a location.

Leases – IS advised that he had received correspondence from Laytons, Barratts' solicitors. Deeds of Variation to the leases have been agreed by the Tribunal and PP suggested that IS contact Nick Lederer who was working on behalf of a number of leaseholders on this matter.

6. Social Sub-Committee (GM)

The first meeting had taken place and last year's events had been reviewed and new ideas for the coming year had been discussed.

The next quiz night will take place on 10th April 2015 with a fish and chip supper.

Other suggestions:

Summer picnic on the green; boat trip to the Quay for tea; talks, including asking the Bakers to do a further talk; scrabble evening, which could lead to a more generic games evening if successful; walking with local groups – Sudbury and Bury St Edmunds. Further research required and we need to ensure that events don't clash with key events in Sudbury and the surrounding communities, e.g. Christmas lights switch on in Sudbury.

7. Finance (GM)

There is currently £2,491.36 in the bank. Forms have been received from Natwest and it was agreed that GM/LP/RR/PO would be signatories on the account.

The new notice board and boards in Meadow Court and Bakers Court apartment blocks were still to be progressed.

8. Homes & Watson (H&W)

Budget –GM/PP/AO/RR/LP to meet to discuss the budget.

It was a year since H&W had been awarded the contract to manage the development and Gareth Cole had written to Hilary Quinn to confirm that the Community Association was very satisfied with the current position. Nothing had been heard from HQ and no action was required by the committee.

General maintenance – H&W proposed continuing with the same charges for the next

	calendar year to build up reserves for 2016/17.
9.	Key Issues
	<p>Culvert – It was agreed that H&W should pursue responsibility/ownership with Barratts and RR agreed to speak to the Bakers to see if they had any knowledge of ownership, so that responsibility for maintenance of the culvert could be identified.</p> <p>Footpath/Bridge - Babergh are speaking to the trustees of the Sudbury and District Angling Society and there is still no firm indication of when the project will be completed.</p> <p>Play Area - See note above. Correspondence from Babergh indicated they are minded to retain the play area. ACTION: Clarification required on responsibility for and the definition of the play area. See note below.</p>
10.	Insurance (RR)
	<p>RR reported on the current insurance for the development and the increase in premiums by around £1,500. Following inspection, the insurance company had identified open space (includes play area), electricity sub-station, bin store, and roads as needing additional cover. The roads and sub-station are not the responsibility of residents and the bin store should already be included in the current insurance provision for the relevant block of flats. It was acknowledged that the play area needs to be covered. ACTION: RR to speak to John Pritchard.</p>
11.	Bus/Boat – S106 Agreement
	<p>Negotiations between Babergh and Barratt Homes are ongoing regarding the spending of the S106 monies. IS had provided evidence of the current bus route. At present Barratts seem reluctant to fund the bus and boat.</p> <p>ACTION: It was agreed to approach Babergh DC for details of planning applications, and associated documents, relating to the development so that responsibility and ownership of the footpath and play area could be ascertained. The committee can then decide how to take these matters forward.</p>
12.	Gutter Clearing
	<p>ACTION: CT East to be asked to quote for gutter clearing for freehold properties both on an individual basis and for a number of properties ACTION: LP/PP. Quote to be sent to GM. KN said he had a contact who cleared gutters at a reasonable price.</p>
13.	Pigeons
	<p>IS was concerned about the number of pigeons on the development, particularly in the leasehold blocks. ACTION: PP/LP to take this up on behalf of leaseholders.</p>
14.	Future Meeting Dates
	<p>NOTE CHANGE OF DATE FOR APRIL: 23rd April and 2nd July.</p>
	<p>Many thanks to Glen and Rebecca for hosting the meeting.</p>