

The Drive Mansions Ltd

Minutes of the AGM held on Tuesday 19th November 2019

Directors and Officers present

Anthony Downes (Chairman)

Clive Henderson

John Wilkinson

Bob Kingdom

Tracey Henderson

Andrew Cordell (Managing Agent and Company Secretary)

John Leyden (Carbon Accountancy) Auditors

There were 11 members present.

1. Andrew Cordell opened the meeting by introducing Directors and thanking everyone for attending. He then handed the meeting to the Chairman, Anthony Downes.
2. Anthony Downes asked if everyone had read the minutes. Hari Voyantzis asked if the minutes were only sent out with the Notice of the Meeting. Andrew Cordell said that the minutes had been circulated in 2016 after the last meeting and had been added to the meeting pack for the members' convenience. Anthony Downes read a synopsis of the minutes and gave responses to some of the items raised.

Hari Voyantzis had asked about installing a key pad system on the gates. AD said that this had been looked at and because of the layout of the 7 blocks the logistics and costs were prohibitive.

Tim Church (flat 10) had mentioned problems with Sky TV reception. AC said that the maintenance contractors had attended to this problem. Hari Voyantzis said that he thought that he was only getting one feed, but would check this and contact AC.

AD read out some queries that had been submitted by Shilpy Singh (flat 7) relating to rubbish and bicycle storage. AD said that the caretaker needed to bring the rubbish up from the basement the day before as the binmen usually came in the early morning before he started his shift at 08.30am. Hari Voyantzis suggested exploring whether the area outside the east railings in front of the garage could be used for the rubbish.

John Manners (52) proposed and Philip Cooke (8) seconded that the minutes be accepted as a true reflection. The meeting unanimously agreed.

3. Hari Voyantzis asked if the auditors should be rotated. There was discussion about this without a conclusion reached. Hari Voyantzis proposed that the accounts be accepted and John Manners seconded. The meeting accepted the accounts and John Leyden was re-appointed auditor. John Leyden left the meeting at this point.

4. Anthony Downes said that a Fire Risk Assessment had been carried out and the report could be read on the website. (www.drivemansions.co.uk) There are a number of major issues that need to be attended to. Also raised was that, due to the report, all common parts must be kept clear of trip hazards and flammable items such as door mats, shoes, umbrellas and potted plants.

It was pointed out that it is each leaseholder's responsibility to fit smoke detectors inside their flats. Andrew Cordell said that all leaseholders had been sent letters encouraging them to have smoke detectors fitted. It is believed that the London Fire Brigade will fit these free of charge.

To comply with the report the Company had obtained estimates for having linked heat detectors fitted inside each front door of each flat and for each door to be fitted with self-closers. It is estimated that this will cost about £1,000.00 per flat.

John Manners pointed out that the council had written to some leaseholders stating that front doors should be rated FD30. (It is unlikely that the front doors currently comply).

John Manners wanted assurance that the emergency lights would be up graded to comply with BS 5266.

It was agreed that Andrew Cordell would write to all the leaseholders reminding them of the requirement to register with the council if their flat is rented. A list will be drawn up of all lessees who have failed to comply with this requirement. Anthony Downes will also put the details on the web site.

Frances Hedges (58) asked what the time frame is for the fire safety work. Anthony Downes said that it was anticipated to start in February 2020. The required works will require a lot of chasing out in the ceilings of the common parts and subsequent damage to the walls.

5. Anthony Downes said that the internal redecorations will be carried out after the fire safety works have been carried out. He said the current Lincrusta does not comply with the new Fire Regulations.
6. There was then general discussion about providing suitable storage for bicycles. Andrew Cordell read paragraph 9 of the 3rd Schedule of the lease that prohibits using any of the common parts, including the garden and front drive, for storing bicycles. No conclusion was reached on this topic.
7. Frances Hedges mentioned that the bolt for the common parts windows needed replacing. Anthony Downes said that he would deal with it.
8. Philip Cooke commented that the gates were substandard. Anthony Downes said that the Board were aware of this and had negotiated a substantial discount from the contractors. Improvements to the gates will be addressed at a future time.

Hari Voyantzis raised the issue of having the pedestrian gates locked and on a fob system used to gain access. Anthony Downes said that this had been investigated at the time of installation but the cost proved to be prohibitive.

9. Hari Voyantzis raised the issue of having fibre broadband brought into the building. Openreach will only bring optic fibre to the outside of the boundary. He therefore proposed a leased line should be installed at a cost of roughly £900.00 per month. By a show of hands about 50% of the meeting expressed an interest in this. He said that he would put a proposal together which Anthony Downes will put on the web site.

There being no further business Anthony Downes brought the meeting to a close. John Manners proposed a vote of thanks to the members of the Board for all their hard work.