

# **Minutes of Haddonhall TMO meeting Thursday 26 February 2004 6.45pm Haddonhall Community Room**

Present: Ida Forster (minutes), Brenda Murphy, Pattie Whitmore, Sue Hilleard, Flo French, Mac, Rene Macklin, Ruth Newman, Wendy Sedgwick, Mike Sedgwick (for part of the meeting), Bob Prout (for part of the meeting), George Varughese (PPCR), Ben Beck, (LBS), Michelle Gregory (Wenlock Barn TMO).

1. **Apologies:** Charlie Whitmore, Bernie Ranford, Sue Jennings

## **2. Matters arising from last meeting**

Sue had not yet had a chance to talk to Maggie about the use of computers for the accounts. **Ida/Wendy/Sue to try to do next week.**

Wendy has not yet progressed the logo.

Ida is still trying to find a host for any money we might get from a fundraising bid prior to our being properly constituted.

(It is only two weeks since our last meeting, hence the lack of progress on these matters!)

## **3. Finance – accounts update and planning**

There was some discussion of the timescale and plans for computerising the accounts. Ben said that many TMOs use a system called CHICS for rent management. Their information is available on the Internet. Michelle offered to send us some examples of Excel spreadsheets they have used in her TMO. **We agreed to postpone any decisions about which system to use until after the AGM.** However, we will gather information about the various options.

Bob reported that the accounts are up to date to Friday 20 February and ready for the auditors. Bob also brought to our attention several requirements of the new TMO, including the following:

- AGM needs to agree new signatories for the bank account
- The rules of the existing TMO stipulate that the membership fee is refundable
- According to the rules of the new TMO, membership is only open to lawful local authority tenants, i.e. not sub tenants.

**Wendy and George to check the rules on the second two points and amend the 'questions and answers' document they have drafted accordingly.**

## **4. AGM preparations / membership drive**

George agreed to amend the membership forms to include a deadline for their return. Newsletters and membership forms to be distributed as follows:

Patti, Sue and Flo: Prioress Street, Green Walk and Rephadim

Mac and Renie: Poitier A and B  
Ida and Brenda: their end of Rothsay Street and Wilds Rents  
Wendy and Mike: Thornham and their end of Rothsay Street

Everyone to come to the meeting room at 6.30pm on Monday 1 March to collect forms and newsletters.

Timetable for lead-up to AGM:

- All membership forms and newsletters to be distributed by 7 March
- Notice of AGM and nomination forms go out no later than 11 March
- Membership forms to be submitted by 30 March
- Nominations to Board to be submitted by 8 April

## **5. Newsletter & other communications issues**

Covered in item above.

## **6. Jam Factory issues**

There has been no official response to Mike's letter to the developers.

**Mike agreed to talk to Richard Thomas about the wish list and then to arrange a meeting with Kurt Little.**

Mike has submitted an objection to the recent planning application on behalf of the TMO. The planning officer, Sonia Watson, is not impressed with the application.

Miller Sinclair are no longer working on the Jam Factory and Mansell's have taken over their work.

Flo has talked to Helen Sim about the late working.

**Rothsay Street residents agreed to let Flo know if the second barrier on that street does not get fixed in the next few days.**

**Bob needs to issue Squibb and Davis with an invoice for the housing of the crane on the estate.**

## **7. Any other business**

Michelle had a number of questions relating to dealing with developers and planning issues. We felt that we did not have enough experience or expertise to help directly. However, Ben and Ida offered to forward contacts to Michelle who may be able to help.

Date of next meeting:

Thursday 11 March 2004