

**Gresse Street Residents' Association(GSRA)  
Minutes of Meeting**

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**Date: November 21<sup>st</sup> 2006**

**Time: 19.00 – 21.00**

**Location: Freemantle, Stephen Street**

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**In attendance**

C. Howard (Chair)  
D. Beech (Deputy Chair)  
P. Munro (Sec.)  
A. Cooke  
D. Fowler  
M Lewis  
M. Lundgren  
D Adams  
D Shekleton  
J Lipman  
G. Comenas  
P. Bonner ( Patch Manager)  
B Wiggleswade  
D Mc Conville  
J. Soudanne  
K. Burnet  
S. Zennaro  
M. Horrocks

**Apologies**

S. Watts (Caretaker Supervisor)  
K. Salbain (Estate Manager)  
B. Sheppey (Capital Projects) – received after meeting  
P. Abrahams ( Labour Councillor)  
R. Hossack (Conservative Councillor)  
B. Bonnes (Resident)  
D. Gallagher (Resident)

1. **Minutes of previous meeting August 22<sup>nd</sup> 2006 agreed as an accurate & correct record.**

2. **Apologies noted**

3. **Financial report**

3.1. The GSRA account has currently £3,201.69 which includes the DMC refund for planters

4. **Chairman Updates**

4.1. **Bollards**

Work completed

4.2. **Plants**

Work completed. PB stated that he felt Fire Brigade may request repositioning of planter in front of Fire Riser. Discussion regarding possible relocation deferred until Fire Inspection report

4.3. **Lightings (Planters & Front Entrance, sensor light and blue spotlights)**

Work completed

4.4. **Street Cycle Racks**

Work completed.

4.5. **Street Parking Restrictions**

Residents will receive consultation papers from Westminster Council (WC) and Camden Council (CC) in Feb. 2007 detailing proposals for increasing parking restrictions (double-yellow lines) on all corners of Gresse Street & extending Resident's Parking spaces. It was suggested that the obsolete Doctors parking space be converted for additional disabled parking and standard parking spaces to be created in Stephen Street, rather than Gresse Street.

**Action: Await WC consultation paper**

4.6 **Residents parking (see above)**

4.7 **Foyer Seating**

OMK awaiting new legs for seat before installation can be completed

4.8 **Fire Inspection**

Not yet completed CH to arrange inspection with Soho fire station

4.9 **Lifts**

General agreement that the lifts had been more reliable over last few months.

PB informed the meeting that he thought the lifts were serviced every 3 months although did not have details. CH reminded PB that it had been agreed at the last meeting that debris in the base of the lifts, which may be a potential fire hazard would be removed but had not received any information to that effect.

**Action: PB to provide CH with details of Lift service programme and an update on the removal of debris.**

4.10 **Rubbish Rooms**

**Decoration & bike storage**

CH had decorated 3<sup>rd</sup> floor rubbish room – [many thanks] and brackets to secure bikes will be installed shortly. The cost is £53 for material and brackets. An amount of £1000 is available from the DMC if residents wished to undertake work themselves, as a residents' project.

**Action: Interested residents please contact CH**

4.10.1 **Restricted access to Rubbish Rooms**

Rubbish room locks to be changed and accessible only to residents on that floor (& pass key for Caretaker). It was hoped this would help resolve some of the dumping of bulk items in Rubbish rooms. This appeared to be a particular

problem on the 8<sup>th</sup> Floor. (Refer also to Estate / Block Inspection notes for details)

#### **4.10.2 Blocked drainage**

PB was informed that the central drainage channel is blocked, on 8<sup>th</sup> floor.

**Action: PB will deal with the problem**

#### **4.10.3 Removal of bulk rubbish items**

There was considerable debate regarding the dumping and removal of bulk items in the rubbish rooms. According to document provided by CH it was the responsibility of the caretaker to remove bulk items from rubbish room to central bulk rubbish store on a daily basis. PB disputed the accuracy of this information.

**Action: PB to clarify and confirm with Caretaker Supervisor responsibilities of caretaker with regards to the removal of bulk items and provide accurate update to Chair.**

#### **4.11 Recycling bins**

Recycling bins to be placed in all bin rooms. PB informed meeting that Independent auditors were currently reviewing recycling in the borough. Prior to placement Residents will be provided with relevant information and instructions for use. Non-recyclable rubbish to continue to be placed down the rubbish chute (where in situ).

### **5 Front door final repair statement**

Item deferred as Bill Sheppey not in attendance. Information received late.

### **6 Capital Works Programme Timetable**

No information available. For items 6.1 – 6.3 (inclusive) refer to Estate / Block Inspection notes.

### **7 Caretaking**

#### **7.1 Quality of service**

General frustration and continuing dissatisfaction expressed at the standard of caretaking and the failure of Camden Council to address the on-going problems. PB reminded that Camden Council have repeatedly failed to respond to Residents requests for formal review of caretaker performance and break-down of services for which charges are levied.

PB agreed to requests to provide a quality monitoring check sheet which would be completed on a weekly basis by Caretaker Supervisor. In addition CH would use this sheet to independently monitor the quality and quantity of work.

PB also agreed to provide Camden Council Standards Document and a breakdown of service charges for caretaker duties.

**Action(s): PB to implement quality monitoring sheet and programme for weekly review & provide CH with details within two [2] weeks of this meeting.**

#### **7.2 Communal cleaning – windows**

PB informed the meeting that the Camden Council had a contract for the regular cleaning of communal windows. Residents however expressed surprise as no-one in attendance had any recollection of windows being cleaned & general dirty condition seemed to suggest that regular cleaning did not occur. PB stated that he called Residents on an ad hoc basis to confirm work had been undertaken. This was not felt to be an appropriate method for monitoring a service and a more reliable method should be implemented.

**Action: PB to provide CH with details of the contract and ensure that the Caretaker Supervisor checks cleaning has been undertaken to an acceptable**

level. CH to receive feedback on checks. Details of contract to be provided within two [2] weeks of this meeting.

## **8 Green Roof Campaign**

Penny Abraham not available therefore item deferred.

### **8.1 Use of & cleaning of flat roof areas.**

Some Residents have placed plants on the roof areas accessible from the 1<sup>st</sup> floor. This was welcomed by Residents as an improvement to the environment and wished this to be extended to other roof areas. This would also help deal with the problem of rubbish collecting on the flat roof areas which is not removed.

PB expressed concern regarding Health & Safety issues given the lack of adequate guard rails and stated that this was one of the reasons that the roof could only be cleaned by contractors for which a charge would be levied. Moreover there is a requirement to discuss and seek permission of the Freeholder if Residents wanted to develop roof areas.

**Action: PB to record use of flat roof spaces. CH will continue to investigate development of these spaces.**

## **9 Mice Infestation**

Some Residents were continuing to experience problems with mice infestation. It was agreed that individual properties need to be treated and Residents reminded that they have a responsibility to permit reasonable access to Pest Control Inspectors. Eradication however would only be possible with block treatment which should include filling of cavities.

**Action: PB to follow-up and update CH within two [2] weeks of this meeting.**

## **10 Block Security**

Refer to Estate / Block Inspection Report (available upon request to minimise printing of unnecessary paper)

## **11 Christmas Arrangements**

It was agreed to have a Christmas Tree in the front foyer.

**Action: PB to arrange installation of plug socket to foyer. CH to arrange logistics of obtaining the tree, and installation.**

## **12 Any Other Business**

### **12.1 Capital Projects Consultation document**

CH provided update to concerns raised via email from a Resident regarding the consultation document received by Leaseholders regarding Capital Projects liabilities. E-mail available upon request from CH for further details, and Leaseholders advised to make direct contact to register concerns. It was noted that the consultation document had been received late and only 4 days left to make a response.

### **12.2 Sky in Blocks**

Sky are currently promoting a 'Sky in Blocks' package which offers deals for Residents in blocks of flats. A single communal sky dish is erected on the building (roof) free of charge as long as a minimum number of Residents (4) purchase a package. It was felt this would eliminate individual satellite dishes which although against Tenancy Regulations this is rarely enforced.

General agreement to explore possibility of Sky service but some concern about the possible implications for Residents with a current cable contract. It was agreed that Residents should have a choice of providers.

**Action: CH obtain more details and distribute to Residents**

**12.3 Closure of meeting**

Chris Howard was thanked for all his hard work and the significant progress in improving the block. – *and for providing refreshments*, by kind donation from Tesco's in Dean Street.

Meeting closed 20.45.

**13 Date & time of next meeting**

Agreed for 3 monthly meeting – to be arranged for February 2006