NETHER EDGE MANAGEMENT COMPANY
BOARD DECISION LOG

November 2013

3.1 It was agreed that an Estate Circular would be drafted to send round, particularly to non-resident landlords, reminding them of their statutory duties regarding gas safety.

4.0 Tuesday 26 November was provisionally agreed for an additional meeting to discuss the budget; all Directors able to attend were encouraged to do so.

6.0 The newly drafted policy in relation to the Transfer Fee Fund was approved.

7.0 The revised Communications Policy was approved, with the amendment proposed, and will be posted on the website.

8.1 The recent negotiation of the new contract with Omnia Estates for 2014 was approved, including an increase of £1000 in the management fee.
It was agreed that the Energy-saving Working Party should be reconstituted.

8.2 A Christmas Social Event will be planned for Sunday 15/12/13 at 4.30 pm.

9.3

3.4 At a special meeting on 26 November, the 2014 draft Budget was approved, after agreement to reduce the contribution to the Estate Reserve from the proposed £4,000 to £2,000.

December 2013

4.0 All Directors will be asked to sign the appointment letter relating to Directors' Responsibilities at the January meeting if approved by the Board.

5.0 The package of information relating to 2014 Service Charges was approved for circulation and posting on the website.

6.0 All Directors were asked to consider possible items for the next Quarterly Newsletter, which will be due for circulation at the end of January.

7.0 A Working Party was set up to explore options in relation to estate management.

9.1 A request for a current tenant to be permitted continued pool use for medical reasons after moving off-site was refused, owing to the constraints of the lease and insurance difficulties.

9.2 & 9.3 Two requests for approval for house modifications were approved, in one instance subject to the satisfactory production of some additional information.

January 2014

6.0 It was agreed that a meeting should be arranged with our insurance brokers and representatives of the insurance company to discuss the procedure for handling potential claims, taking account of lease clauses and covenants.

7.0 Permission was given for alcohol to be served at a private function in the Studio.

8.2 Approval was given for the following works:

Repair to garage of 38 Alexandra Gardens (£1400 + vat). This work is required under the terms of the leases.

A switch to revised chemical treatment regime in pool (first stage) (£1372 + vat). There are anticipated savings in the volume of chemicals required, in future maintenance to the fabric of the pool and increased safety for staff and users.

A switch to LED lighting for all external bollards (£2150 + vat). This is an investment in energy-saving which will be 'greener', generating savings in electricity and maintenance costs.

8.5 Repair/replacement to Sheaf 3 fob system – cost to be notified. This work has to be done for security purposes, and costs will be met from block reserves.

It was agreed that the two faulty lights in Osborne Walk car park should be fixed as soon as possible.

8.6 After informal contact with Nether Edge Neighbourhood Group, the proposal that our website should host an information page for NENG and a link to their website was approved.