**DECISION LOG FEBRUARY-APRIL 2016**

**February 2016**

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| 2.1 | Helen Honisett unanimously approved as a new director. |
| 5.2 | Four items of gym equipment to be replaced in 2016 as per ten year plan. |
| 6.2 | Step 2 out of 3 options for further CCTV upgrade to be taken; money to come from transfer fee fund. |
| 7.2 | Item re council costs to remove property dumped by residents to be included in next newsletter. |
| 7.3 | Rows of 3-10 bike racks (as appropriate) to be installed in locations across the site. |
| 9.1 | Delete ‘for a maximum additional period of I year’ in Articles of Association (25.2) in order that a director can continue their directorship for longer than three years, subject to ordinary resolution by the members or a majority decision of the directors. |
| 9.3 | Draft email to leaseholders explaining proposed change to Articles. |
| 10.1.1.1 | ‘Letter before action’ (i.e. referral to Brethertons) to be drafted re outstanding service charge and requiring payment to be made as per lease. |
| 10.2.2 | Works approval poolside storage approved. |
| 11.1 | A drop-in session to be held for residents before the Board meeting every three months. |

**March 2016**

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| 4.2 | Ask for LFDT’s advice re wording of revised Articles and on procedure for obtaining leaseholders’ agreement to changes. |
| 4.3 | Add to the suggestion that *a director can continue their directorship for longer than three years, subject to ordinary resolution by members or majority decision of directors*, that this is also subject to an annual review. |
| 5.1 | Send two further emails re outstanding service charge and electricity supply to both residents on same date. |
| 5.2 | Send approved email re outstanding service charge with statement attached. |
| 5.3 | Draft email stating freeholder’s responsibility for electricity supply to garage. |
| 6.1 | Sauna opening hours not to be extended. Lack of demand means that this would not be a justifiable cost. |
| 7.1.1 | Board member identified to take on responsibility for insurance in addition to finance. |
| 7.1.7 | Index link insurance premium for next year at next renewal point. |
| 8.2 | Log Board’s concerns for leaseholder with Social Services. |

**April 2016**

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| 4.2 | All amendments to the Articles suggested by LFDT approved. |
| 4.3 | AGM to be held on Monday 6 June. |
| 4.4 | LFDT’s explanation for changes to the Articles to be circulated to shareholders. |
| 6.2 | Newsletter to be circulated on 3 May. |
| 8.1.2 | Write off leaseholder’s outstanding service charge debt as Omnia allowed property to be transferred without previous owner’s service charge being paid in full. |
| 8.2.2 | No response to be sent to leaseholder unless communication involves an operational issue. |