

DECISION LOG OF THE BOARD MEETING
19th April 2022

1.0	[Post meeting note: The decisions proposed at the meeting were formally ratified outside of the meeting by the absent directors DBG & SB on 02.05.22]
3.0	DECISIONS REQUIRING APPROVAL/RATIFICATION AT MEETING
1)	44 OM approval for remodeling of bathroom, like for like
2)	AG Retrospective approval for kitchen, bathroom and external rendering
3)	The Board approved the issuing of 6x Breach of Lease Notices to leaseholders in significant arrears and seemingly ignoring all communications from JG.
4)	Following an assessment of the uplift, Renewal of subscription for Ombudsman Fees approved at an increase from £402.92 in 2021 to £860.20 for 2022
5)	S20 Process Approved to commencing for the window redecoration to all of Kingswood AG elevation windows, including re-instatement of the mortar and sealant preventing water ingress.
6)	The Board approved the issuing of a Breach of lease letter to a leaseholder dog owner for persistently abusing the regulations covering dog behavior, along with admin charge fee.
5.1	The BOD acknowledged the retirement of JG as Financial Manager
5.2	BOD agreed to advertise for Financial administrator/manager via social media platform
5.3	BOD acknowledged the resignation of TA
5.4	BOD approved to issue permanent contracts to EA and M following a probationary period.
6.2.1	BOD approved 6x breach of lease notice with seven days to resolve
6.2.2	BOD approved the Q2 2022 Budget report
6.3.1	BOD discussed and agreed the issues caused to the registration process and agreed a revamp / update the registration process for all residents.
6.3.2	As in 6.3.1, the BOD agreed to update registration forms, requesting off site owners to update NEMC of a change of tenants. Estate manager CB to liaise with ESP to propose a system for security entry system and It services for NEMC
6.3.3	BOD approved renewal of subscription for Ombudsman fees
6.3.4	BOD approved AGM papers to be posted on to website by month end [April]

7.1	BOD approved to publish a new Alterations form to be posted to website and circulated as necessary when residents make requests for alterations.
8.0	BOD ratified the following decisions taken by email 6 OW-Approved like-for like new bathroom 40 VC-Approved like-for-like new bathroom 34 AG-Approved scaffolding 2 OM-Approved like for like new kitchen 9 OW-Approved satellite mini dish