

## DECISION LOG OF THE BOARD MEETING

11<sup>th</sup> April 2023

Studio

4.0	Estate Manager April Report
4.1 1)	The Board approved fall pipes and gutter maintenance work to Cliffe 7 Garages commence
2)	The Board agreed GL introduce twice yearly inspection of all gutters, preventing water Ingress. GL to acquire quotations from contractors.
3)	The Board approved that GL is qualified to oversee the fire door inspection carried out by Jacksons Fire Safety, checking that duplication and inconsistencies with the report are in order. GL to feedback to BOD
7)	The Board approved GL to proceed with Sheaf 1 roof repairs subject to S20 residents' acceptance. Contact to Malden Roofing.
8)	The Board did NOT approve the installation of a stainless steel handrail to the Grade II listed building, Muxlow.
9)	The Board approved scaffolding be provided by DAMOS to facilitate GL moving forward with the Muxlow roof above 77AG
10)	The Board approved quotes for internal and external Painting to be awarded to Dominic Rhodes As recommended by GL as a very competitive quote.
5.3	The Board Agreed to schedule the AGM 2023 for late June.
6.1	The Board noted that no updates had been received from the shareholders EWG. SH to liaise with EWG
6.2	JG to analyse energy data to present to the board via email. The Board agreed to take a decision on LS opening hours and facilities in light of data as provided by JG Fin Manager. Target decision date: end of April to meet commitment to review energy consumption in Q1
7.1	The Board agreed to review GL 6 monthly intervals.
7.2	The Board agreed to set up a meeting with JG, GL and SB to further refine Paxton roll out.
7.3	The Board Agreed that all NEMC employees benefit from regular reviews.
7.5	The Board Agreed that DP complete and implement flexible hours into staff handbook.
7.6	The Board agreed that all hourly paid employees be awarded an increase to £10.90/hour effective 1/4/23 Fin Manager, Estate Manager (back dated to 1/4/23 on completion of satisfactory 3 monthly review) and Estate supervisor be awarded 4.6% Budget to be amended accordingly.

9.1	Following an exhaustive board audit of past documents and reference to solicitors, it was determined that although numerously mentioned in historical documents, none but the 2008 (3/1/2008 AGM) changes to the AA were properly formed, via AGM vote and special notice.
9.1	Therefore, it was determined that the current board has no option but to recommence the change proposal process (taking account of previously suggested changes) using as foundation, the 2008 Articles. It was further agreed to remove the incorrectly made 2012 Articles from the web-site and to post instead, the Articles of Association from 2008, as soon as possible.
9.4	BOD to agree on draft to be sent to Simarc regarding NEMC 'alterations procedure' that all shareholders are informed to follow in seeking approval for alteration works to their home. Board group and GL to be tasked with creating a clear process flow and communications plan for "alterations procedures"
13.2	The Board did Not Approve EV charging and Solar panels to 28AG along with SCC
14.0	Resident Breaches
14.1.1	10 OW NOT Approved summer house erected 31/03/23
14.1.2	10 OW internal alterations NOT approved- Simarc are aware of unauthorized alterations. Awaiting owners to seek retrospective approval from SCC and then from Simarc.
14.2	BOD agreed that GL should include in Newsletter, reminding shareholders that Approval is required for skips entering the estate.
14.3	28AG in Breach for non like for like window installed.
14.5	Key Safe request NOT Approved to be placed outside /on building. BOD agreed that a suitable discreet location to be agreed. Vulnerable residents to apply showing proof of requirement.
15.1	11VC Approved like for like Boiler, providing existing aperture for flue is utilized.
15.2	6 VC Internal alarm fitted, Approved GL
15.3	11EP application to join existing TV to communal satellite. Approved GL