

Special Meeting WMMC 27th Dec 2018

MINUTES.

Kindly hosted at Appt 3.

Present were

Don and Julia Wilkes, 3
Philip Marston, 5
Audrey Watkins, 6
Simon and Trish Reid, 7
Martin Knox, 8

Apologies from Peter and Lynne ,1 , Jordan Law 2.

- Agenda largely followed according to Martin's suggestions as attached.

Items 1, 2 and 3 largely discussed together concerning safety of the building and insurance. We need a full risk assessment including fire and electrical safety checks.

Martin briefed us on recent contact with A7 electrical , and work to be done includes fitting new consumer units and full electric testing.

We had a fire test earlier and it was noted that the alarm system needs to be tested weekly. We are getting a quote for an outside company to do the testing and provide extinguishers but in the meantime Philip has kindly agreed to do the test every Monday at 10am and keep a written record.

We agreed that fire and electrical safety was the financial responsibility of all the owners and not just the owners of the "communal areas ".

It was also agreed that payment of Ground rent was also the responsibility of individual owners.

Martin and I asked the owners to become familiar with and use the website as much as possible to report problems etc. We will work on producing a maintenance schedule and Martin and I will also do a 3 monthly building inspection.

We discussed the issue of Richard and his large arrears concerning his non-payment of service charge which now stands at over £1100. We noted his recent contact with owners of 3 and 6 who have been in his flat recently and report that building/restoration/development work is in progress but that currently it is uninhabitable. We agreed Martin will write to his mortgage company to ask for full repayment of the debt or we have the option of starting proceedings to claim forfeiture of the lease.

Simon will write personally to warn him of this.

At this point we decide to elect a new chairman of WMMC

Simon was elected unanimously.

He openly stated that the annual fee that Mike had been paid for those duties was £2000 per year and that this should be discussed at the AGM as an ongoing issue .

Martin has agreed to sort out the share issue with Companies House and has kindly agreed to become a Director as well as signatory for the Bank, at least for the time being.

Audrey brought up the issue of Martin renting out his apartment from time to time as a holiday rental for Air BnB. This was pointed out to be contrary to the terms of the lease, but Martin stated that he had been given written permission by Mike to do this . It was noted that appt. 9 did not have a communal entrance. Audrey also expressed concern that the building insurance policy would not be valid under these circumstances but again Martin re-assured us that Mike had informed the insurance company and that no additional premium had been needed. He has agreed to provide this in writing for us. Simon pointed out that the owners can change the terms of the lease if they vote unanimously to do so. (This had happened a few years ago when Jo wanted a dog in her flat).

We agreed to allow Martin to continue until our next meeting when the issue will be on the agenda again. He has subsequently informed me he is happy to step out of the meeting if other members wish to discuss this out of his presence.

We went on to discuss the outside and communal areas surrounding the Mansion but we were unable to produce a single document/plan that covered this. This problem will need to be brought up again at the next meeting. The garden furniture will stay in place for now.

The letterbox problem has largely been alleviated by Daniel leaving appt 8 and it was urged that all owners should try and avoid parcels being delivered if they were out. When finances allow we will look at the option of installing a large delivery box.

We expressed our gratitude to Martin for all his hard work and expertise that he has delivered on our behalf and I look forward to working with him in the future.

The AGM will be due at the end of May 2019 but there could be a meeting in March if there is pressing need of such.

Martin and Simon then left to go to Karen to collect paperwork and such needed to continue with the management side of things.