



## Management Committee Meeting

**Tuesday 16<sup>th</sup> January 2024**

**In person at 249 Lewisham Way, SE4 1XF at  
7.00pm**

**And also on Zoom**

### Open Minutes

**Present in Person:** MM -Treasurer (CM), AS (CM), SJ Secretary (CM), FJ (CM), CL and SG

**Present online:** SF (CM), LO (CM), SS Vice Chair (CM), GE, BR (CM), LW (CM), EP, CM, AG (CM), BK

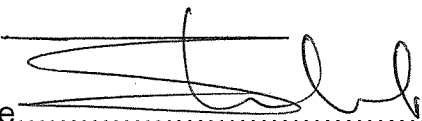
**In Attendance in Person:** MC (Manager), GO (Surveyor), LB (Housing Officer) SKU (Administrator and minutes)

Agenda Item		Action approval Decision
1.	MM agreed to chair the meeting and welcomed all those present. <b>Apologies</b> were received from SL Chair (CM), JC (CM), LM and DD,	
2.	<b>Declaration of Interest-</b> None	
3.	<b>Action list updates</b> MC went through action list, gave updates and closed completed actions.	
4.	<b>Report back from BTC Voice Group-</b> BR was the representative for the Voice Group they had a meeting in December which was geared towards the organising of the various events they are planning.  Since July, following the AGM 2022 the Voice Group has been gathering information from members for ideas for how best to showcase and remember BTC.	

	<p>These are the 5 major suggestions that came through and BTC Voice have been working on these for the Jubilee commemorations.</p> <ol style="list-style-type: none"> <li>1. The Jubilee party which was agreed to be at the same time as the AGM</li> <li>2. The mural which has already been done</li> <li>3. Looking for trees as a legacy programme looking for people who would like to adopt a tree for BTC</li> <li>4. Blue plaques- on properties of founder members still working on the details.</li> <li>5. Photographic project- photos of members and hearing their stories, also and audio project.</li> </ol> <p>The next BTC Voice Group meeting is in February.</p>	
5.	<p><b>50th Birthday Working Group- feedback from 9<sup>th</sup> January Meeting</b></p> <p>Meeting was held in January for the 50<sup>th</sup> birthday. We have the hall at St Mary Magdalene which accommodates 120 people. MC will speak to Father Michael once he returns from his vacation on the second week of February to some details that were discussed regarding the hiring of the hall. We are trying to pin down the costs on the things we want so we are in a position to create a budget for it. We are getting quotes in for various things like catering, inflatables, SJ is getting quotes for a DJ and the barbeque.</p> <p>The notes from the Birthday Working Group will be sent around to everyone including BTC Voice Group in time for their next meeting.</p> <p>BTC Voice Groups budget was discussed. MC suggests that since they only have coffee mornings left till April, they could use any extra money they have on the trees so they don't lose it. On the other hand MC proposed that if BTC voice group don't have enough money then could the committee agree for the tree budget to go through.</p> <p>MM asked for members to vote on MC's proposal. The decision was unanimous.</p>	
6.	<p><b>Managers' Report</b></p>	

	<p>MC delighted to have a full staff team for 6 months. SKU is going to be confirmed in her post in a few weeks.</p> <p>No news on the development front although MC has asked both Hyde and L&amp;Q for updates.</p> <p>MC stated that we have one development news where we have the opportunity to build a 2-bedroom flat in one of the properties that we own where there is a long garden and the consultation cost for this would be £2340. MC asked members if they would be willing to pay a consultation charge of £2340 to do drawings, sketches, and liaising with the council in order to obtain, advise and determine whether the project is viable, feasible and likely to receive planning permission as we already own the land. The council may decline, but it is a standard procedure and therefore we have to pay to find out.</p> <p>MM asked for a show of hands from members for all those in favour of spending money in order to go for this consultation. The decision was unanimous.</p> <p>MC has not heard anything about the allotments from Lewisham Council. Tenants audits are ongoing. The government has confirmed the rent rise and the maximum we can ask for is 7.7%</p> <p>MC reminded everyone to let us know if the fire brigade visits their property at all. If it is a Hexagon property, we must report it to Hexagon.</p> <p>Everyone was reminded to report any damp and mould issues as we have to actively follow these up.</p> <p>MC would like to set up a policy group towards the end of February as one was not done in January as a lot has gone on.</p> <p>MC and SL and GO will be meeting with Hexagon's Operations Director with a view to improve our relationship and communication as it's very poor.</p> <p>MC is still trying to get someone in Hexagon interested in what came out of the Tenant Satisfaction Survey.</p> <p>The housing ombudsman is going to redo the complaints process which they will announce in April and we will follow that.</p> <p>MC took up JR's problem with Skylight Lorries driving into</p>	<p>GO will take forward</p> <p>MC</p> <p>MC, SL and GO</p>
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	<p>her property with Hexagon</p> <p><b>Housing Officer Report</b></p> <p>Arrears have gone down by £4000 between October and December. A gentle reminder to all those affected by rent increases that happened in either July or October to adjust their weekly or monthly rent to reflect the increase.</p> <p>We have a case going to court in April.</p> <p>LB thanked our volunteer Financial Support Officer SF. She also reminded members if they need assistance to maximise their income to contact her so she can make an appointment with them to see SF.</p> <p>SF reminded all members that if they don't update their rent increase and they are in receipt of Universal Credit, payments will not be backdated. She also reiterated to members the importance of notifying Housing Benefit and Universal credit of rent increases straight away otherwise they will miss out on money.</p> <p><b>Maintenance Report</b></p> <p>GO wanted to stress that mould and damp is becoming a big issue now and reminded all members to contact him so he can get the specialist contractors to do a survey and to send us a report. Sometimes a survey can identify other issues. The normal advice to members is to wash down the mould and to increase ventilation to reduce the impact but to also report it to us so we can actively deal with it to resolve the issue.</p>	
7.	<p>AOB</p> <p>CM happy to volunteer her services for seeing new applicants and asked to be emailed about that.</p>	<p>S James to email CM for her volunteering services</p>

Signature  Date 27.02.24