



## General Meeting Minutes

### Tuesday 10<sup>th</sup> December 2024

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

**Present in Person:** SL- Chair (CM), SJ- Secretary (CM), MM – (CM), Edward Dye (CM), MB (CM), LW (CM), TG, MP, SB, HS, BR, EH, BH, FJ, IRJ-T, EF, SM, KM, CM, PB & BF-P

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

Agenda Item		Action approval Decision
1.	<p><b>Welcome and apologies:</b> SL welcomed all those in attendance.</p> <p><b>Apologies were received from:</b> SS- Vice Chair (CM), GE – Treasurer (CM), RB- (CM), AS- (CM), JC - (CM), MF, AJ, SG, RG, &amp; LM,</p>	
2.	<b>Declaration of Interest-</b> None	
3.	<p><b>Approve Minutes of 9<sup>th</sup> April 2024 General Meeting-</b></p> <p>Approved apart from adding Lorna Wright to the minutes.</p>	
4.	<p><b>Action list Updates-</b></p> <p>No further updates with regards to the progress of the allotment.</p> <p>Members are going to set up a befriending service.</p> <p>The Census is a new requirement for all social housing providers. Ours is ongoing and we are about one third way through.</p>	

	<p>Rule changes will be in line with the changes to the Co-operative and Community Benefit Society Act.</p> <p>No update on the planning permission for the two-bed house on Ashmead Road. The two environmental surveys have been submitted. The plans have also been submitted before the deadline which is on the 20.12.2024</p> <p>SJ and GO are still working to chase outstanding invoices. SB our contact at Hexagon who has also been chasing invoices will be on maternity leave soon. Hexagon has appointed an internal person to cover her duties during her absence. We have been told that all the schedules for the management agreement will be ready by Christmas.</p> <p>We desperately need members to conduct home visits. Volunteers will receive a checklist to guide their home visits and be supported by an experienced member. The Cooperative will reimburse any costs incurred during the visits. FJ volunteered to do home visits and BR volunteered to do office visits. If you're interested in volunteering for home visits, please let LB or MC know. Once the home visits are completed members will get a chance to attend meetings.</p> <p>LB has gained a few dates for cases going to court. More cases to be referred shortly.</p> <p><b>Tender Response Update:</b></p> <p>Tender documents for the windows were sent out on 5<sup>th</sup> November 2024. To date, George has only received three responses out of eight potential tenders.</p> <p>The tender deadline is 31<sup>st</sup> December 2024. If no further responses are received by this date, GO will proceed with the three tenders already submitted.</p> <p>MC has forwarded the text pages for the photo booklet to the Voice Group.</p>	
5	<p><b>Report back from the Voice Group-</b></p> <p>It was agreed that the Christmas hamper draw would be held straight after the meeting.</p>	

	<p>BR and PB fed back on behalf of the voice group. BR gave SKU panto tickets to distribute for all those who booked for Snow White on Sunday 15<sup>th</sup> December 2024. She thanked all those who purchased tickets and all the staff who helped get everything together. Last year 30 tickets were reserved and there was a waiting list as it was popular. This year they reserved 40 tickets and to ensure fairness and allow more people a chance to get tickets, there was a limit imposed of 5 tickets per household. The Voice Group are treating all those going to the panto to ice cream and she noted that there is a vegan option too this year.</p> <p>SG and AJ's daughter are working on the newsletter, which should be ready by March.</p> <p>The next Voice Group newsletter will feature the results of the window sticker competition, pictures from the panto and a delicious recipe for cooking enthusiasts.</p> <p>They have spent £2656 of their budget, which covers the production of the newsletter, brochure, and coffee meetings. With £350 remaining until 31<sup>st</sup> March 2025, they anticipate allocating most of it to the nearly completed photo booklet.</p> <p>The next coffee afternoon is scheduled for 1<sup>st</sup> February 2025 at Hill Station Café. They will switch between Hill Station Café and the Lewisham based café to give the opportunity to the maximum amount of people.</p> <p>Nothing has happened yet regarding the planting of the two trees. The group will give an update once they know more- the planting of the trees is scheduled between November 2024 - March 2025.</p> <p>The deadline for the window sticker competition is 20<sup>th</sup> February 2024. This is a voluntary activity designed to encourage community engagement and interaction between neighbours. The winning entry will receive a prize</p> <p>The group is currently seeking suggestions for their next beach trip destination. Please share ideas as soon as possible, as coach bookings fill up quickly. Emails will be sent out for input before a destination is decided.</p>	
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	<p>The group discussed whether to book Catford or Greenwich theatre for the 2025 panto trip. Pros and cons of both venues were discussed, NA suggested exploring Bromley theatre due to its more spacious seating. However, the distance for members to travel might be a factor to consider.</p> <p><b>CASH</b> (<i>Community Assets for Society and Housing</i>) are an '<b>Inclusive Coops</b>' project that promotes and creates co-operative housing. They work with both existing Co-ops who want to evolve and new Co-operatives yet to acquire properties. CASH provides free workshops on aspects of running a Co-op and how Co-ops can become more inclusive, accessible and sustainable.</p> <p>They have an open evening at the R.U.S. project, Church Road, Ladywell. Their next meeting is in January will discuss participation. It is an exciting space to exchange ideas and to meet other coop's</p> <p>In previous meetings the group asked about the possibility of texting members other than emails. They will contact the office for an update.</p>	
6	<p><b>Managers' report:</b></p> <p>Hexagon will only carry out emergency repairs until the next financial year as they are subject to budget constraints.</p> <p>There is a new CEO at the 999 club. MC will try and have a conversation with her at the safeguarding course they are both attending at Lewisham or write to her.</p> <p>We have received a disrepair claim where repairs have not been previously reported to us. The property has been visited and scheduled works are in progress.</p> <p>The deadline for feedback on the Co-operative and Community Benefit Societies Act 2014 was on the 10<sup>th</sup> December 2024. MC attended a session with Trowers and Hamlin who were one of the lawyers that were consulted about it and fed into a collective response on behalf of smaller housing associations. It strengthens coop and makes it harder to be</p>	

	<p>dismantled by future generations. MC talked about a few of the changes.</p> <p>A few additional administrative requirements that we requested to be changed. We are already heavily regulated and monitored and we don't need the additional oversight.</p> <p>Officers will be treated more like board members home addresses will not be on accounts; they will not require signature on accounts. It's all to do with protecting people from fraud.</p> <p>Changes to rules means that there will be an option to hold electronic meetings. This will be allowed as long as people can speak. At the moment you have to have special permission to have a meeting online.</p> <p>MC sent out a member briefing from the National Federation to Committee Members. There is a lot of information about it in the Cooperatives UK about it if anyone is interested.</p> <p>MC went through the Governments autumn budget highlights:</p> <p>There are still talks about a five- or 10-year rent settlement.</p> <p>The sector is asking for a convergence mechanism so when the rent is below the target rent they can increase it more than CPI+1%</p> <p>Awwab's Law means we have to sort damp and mould out really quickly. It looks like they will extend that to other areas of repairs.</p> <p>They announced £3.4bn kickstart for the warm homes plan.</p> <p>The right to buy will not be extended to housing associations.</p> <p>The right to buy discounts have been reviewed. It's out to consultation at the minute. They want to extend the time people have been tenants from three years to either five or ten years to qualify for it.</p> <p>New council houses are going to be exempt from the scheme for at least 20 years</p>	
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	<p>They are going to restrict Right to Buy if someone already owns a property.</p> <p><b>Housing Officer Report:</b></p> <p>No questions were raised about the Housing report.</p> <p><b>Maintenance report:</b></p> <p>No questions were raised about the Maintenance report.</p> <p><b>Finance report:</b></p> <p>Sarah highlighted that the balance sheet in the pack gives a snapshot of BTC's current position.</p>	
7.	<p><b>Updated nomination Form:</b></p> <p>Members reviewed the updated nomination form. MC highlighted some of the changes included in the document:</p> <p><b>Co-signing:</b> Co-signatures can now be sent via email to admin.</p> <p><b>Group Recognition:</b> The form now lists committee and the groups within our organization.</p> <p><b>New Committee Role:</b> A new role, "Committee Member Responsible for Complaints," has been added</p> <p>SL asked all members to vote if they agreed to the changes, there were no objections or abstentions, and the decision was carried unanimously.</p>	
8.	<p><b>Gas Safety Procedure Policy:</b></p> <p>Members reviewed the Gas Safety Procedures Policy. The policy group had previously reviewed this document, and no further changes were necessary.</p> <p>SL asked all members to vote to approve the Gas Safety Procedure Policy. There were no objections or abstentions, and the decision was carried unanimously.</p>	

9.	<p><b>Damp and Mould Policy:</b></p> <p>Members reviewed the Damp and Mould policy. It was noted that we didn't have a Damp &amp; Mould Policy in place. This came about after the tragic death of two-year-old Awaab Ishak. We are required by the regulator to demonstrate that we are actively monitoring signs for damp and mould. We have added a new tab on the website and produced a leaflet to give general information about damp and mould.</p> <p>SL asked all members to vote to approve the new Damp and Mould policy. There were no objections or abstentions, and the decision was carried unanimously.</p> <p>The new Damp and Mould policy will be added to the website</p>	
10	<p><b>AOB-</b></p> <p>Edward Dye expressed concerns about Lewisham Council's plan to implement a Controlled Parking Zone in the borough whereby residents will have to pay for a parking permit.</p> <p>He has had an email from the Telegraph Hill Society who are campaigning against this proposal, where there is an online petition. The deadline to sign the petition is 19<sup>th</sup> January 2024.</p> <p>Maggie Martin shared information about a housing co-op in Brockley that is selling high-quality olive oil.</p>	

Signature..........Date 16/4/2025

