

Hackney Borough-Wide  
Leaseholder & Freeholder  
**FORUM**



## Minutes of Committee Meeting

7.00pm Tuesday 1 April 08

at

Regan Way Community Centre, Regan Way, N1 6PH

### Members present

Denise Bingham (DE) Treasurer  
Peter Kinsey (PK) Chair  
Fred Filce (FF) Co-opted Member  
Brian Marsh (BM) Vice-Chair  
Habib Musisi (HM)  
Jarriet Oloye (JO)  
Sarah Salem (SS) Membership Secretary

### 1. Apologies

Duriye Beidas (DU) Secretary, James Merchant (JM), Juliet Turner (JT)

### 2. Minutes of last meeting

The Committee agreed the minutes of two previous meetings after making corrections.  
Corrections made:

5 February 2008

Under Apologies (1.) *Andre Wilson* should be *Andrew Wilson*.

Venue should be added to minutes. Venue was: 50, Rosedale House, Hillcourt Estate, Manor Road, N16 5NR

4 March 2008

*Date of next meeting* (12.) should be *Date of next open meeting*.

### 3. Matters arising

5 February 2008

BM asked what was the current position on the transfer of funds to the Forum from Shoreditch Leaseholder and Freeholder Association, which has been wound up.

All agreed that the Treasurer of the Shoreditch Association should receive a fee for his help with these funds.

**Action:** DE to arrange the transfer, with a letter of receipt, to the Treasurer of Shoreditch Association. Also to arrange payment of his fee.

**Action:** DE to arrange new mandate forms for signatories of Forum's account.

4 March 2008

Further developments have occurred, since the meeting of 4 March, to the issues involved in Casework(8.), which concerned the entry phone alterations being made to FF's flat and that of a neighbour. FF outlined these and said that they made it clear that payment for the work would be withheld until the alterations to the system (phone frame, external number panel etc) were completed satisfactorily and all other areas disturbed in the work (door frames, bolts, floors etc) were made good.

Issues concerning current changes to tenant participation structures (particularly Enhanced TRA meetings) were also discussed at this point.

### 3. Urgent Items

FF expressed dissatisfaction at our current progress. In particular, he mentioned that various leaseholders had contacted him, complaining that they did not know enough about the Forum's activities and what it was currently achieving.

Weaknesses in the Forum's administrative organisation and its strategic performance were highlighted in a vigorous discussion, resulting in the following decisions:

**Action:** It was proposed that an executive committee be formed from among the officers, with Fred Filce as a co-opted member, and following committee meetings that the executive committee be empowered to resolve action points arising from the committee (delegated power).

This was proposed by DE, seconded by BM, and agreed by all present.

**Action:** At the next meeting with Pat Ronayne, Head of Leasehold and Right to Buy Services, on Tuesday April 8<sup>th</sup>, the executive committee to raise the following:

- Procedures and regulations of the new Disputes Panel, especially in relation to the Complaints process.
- Provision of Leasehold Officers in Neighbourhood Offices
- Practices of Managing Partners in Hackney Homes
- Replacement liaison link with Pat Ronayne's office, during the absence of Elaine Stocking, our regular administrative link with him. Continuity of this function to be assured.
- Future mail-outs through Pat Ronayne's office to be settled.

**Action:** Committee Officers to collect and sort mail at HBLFF base, 1 Angrave Court on a more regular basis.

### 5. Finance and Funding

Transfer of funds from Shoreditch Leaseholder & Freeholder Association and new mandate forms for signatories of Forum's account already dealt with. Please see **Actions** under Matters Arising (3.)

It was agreed to purchase a mobile phone for the Secretary, the number to be available to the committee only.

**Action:** DE to arrange purchase.

### 6. Membership

PK said a covering letter and a subscription form had been forwarded to Elaine Stocking at Pat Ronayne's office. However, Elaine's absence has halted the mail-out.

**Action:** Matter to be resolved at meeting with Pat Ronayne on April 8<sup>th</sup>. Please see Action point under Urgent Items (4.)

SS said progress on inputting the membership forms has slowed down, as she has been ill, and it has not always been possible to access the Secretary's computer at convenient times. DE proposed she use the computer at the HBLFF address, which is available on a more regular basis.

**Action:** SS to use HBLFF address computer. Access to be arranged through DE.

## 7. Communication

- **Website**

JO reported on the current state of the website.

She was also designated Hackney Homes Website Link Officer.

- **Newsletter**

PK requested contributions to the newsletter from committee members.

Despatch of the newsletter has been held up by Elaine's absence.

**Action:** Please see under Urgent Items (4.)

- **Open meetings**

The venue for open meetings has now been changed from those advertised in January Newsletter. All will now take place at Regan Way Community Centre, Regan Way, N1 6PH.

**Action:** PK to ensure that details of above are publicised in next newsletter.

**Action:** PK to be responsible for opening up at Centre.

**Action:** DE to arrange future refreshment storage at Centre.

- **Advertising**

**Action:** HM to act as photographer at Forum events.

## 8. Casework

It was decided not to add any new members to the casework group at present. Prompted by a recent leaseholder enquiry to PK on the ever-increasing service bills, it was agreed that the executive committee needed to make this one of main strategic responsibilities.

Checking and monitoring service standards were also discussed.

**Action:** Executive committee to take further strategic action on service bills.

**Action:** PK to advise above leaseholder on individual action that he can take.

## 9. External Affairs

- **Hackney Homes**

Contact list for Elaine approved.

- **Leasehold & RTB Services**  
Next meeting at L&RTB Offices Tuesday 1 April 08.  
Please see Urgent Items (4.)

- **Residents Liaison Group**

Action: BM to raise representation of Forum at next RLG meeting.

- **TRAs**  
Nothing to report.

- **Neighbourhood Panels**  
Processes of 106 budget, NIBs discussed.

## 10. Strategic Issues

Please see urgent Items (4.)

## 11. Any other business

Nothing to report.

Meeting ended at 9.00pm

Next meeting

7.00pm Tuesday 6 May 08

at

Regan Way Community Centre, Regan Way, N1 6PH