

Minutes - Mill Farm Close Estate Forum Meeting

Tuesday 8th January 2013

Estate Forum representatives in attendance:

Jackie Fineman, Mrs Dring, David Perring, Ms Dave

Advisors:

Catalyst Housing Group:

Murray Crawford, Alan Fineman

Catalyst Gateway;

Higgins Construction:

Keith Fisher

Harrow Council:

Apologies

Elaine Slowe, Daniel Thwaites, Kerry Starling, Michelle Robinson, Les Warren

	Action
<p>1. Matters arising from meeting of 11th December 2012</p> <ul style="list-style-type: none">MC stated that he would review the fact that some residents in the houses may be having problems changing the bulbs for the lights that are outside their front doors and ask would Sharif and his team to contact residents in the houses with details.MC confirmed that the Catalyst fire officer inspected the flats on 3 January and a letter will be going out to residents shortly regarding keeping themselves safe in this regard.MC confirmed that something would be put over the Automatic Opening Vent (AOV) switch in Block B and future blocks to avoid problems with the AOV being opened in error and the "beeper" sounding	<p>MC/SS</p> <p>MC</p>
<p>2. Update on Construction Issues</p> <p>Construction.</p> <ul style="list-style-type: none">MC confirmed that Block D will be handed over in February 2013 and is likely to be the 12/02/2013 for tenants in blocks 5, 4 and 3 and 19/02/2013 for those form other blocks	

<ul style="list-style-type: none"> • MC confirmed that those people who are moving in will be written to 2 weeks before but it was agreed for the those moving first that there would be a 14 day informal notice and a 7 day formal notice • KF confirmed that the demolition of blocks 3 4 and 5 would commence as soon as they were empty and should be complete by the middle of March • MC stated that Higgins have looked at the laminate flooring issue and the flooring in Block D will be of a higher standard and problems with that fitted to date would be resolved. • MC confirmed that the requested double yellow lines would be installed before the end of January 	
<p>3. Housing Update</p> <p>4.</p> <ul style="list-style-type: none"> • Issues with recycling seem to be reducing. MC stated that DT would be sending a letter out regarding recycling and easy to understand signs would be fitted in the bin stores and that failure to comply with these would be viewed as an infringement of tenancy. • MC confirmed that he would review door closers and handles of the new flat entrance doors with AF. • MC confirmed that there would be a discussion on the need for and benefit of CCTV cameras both short and longer term at the February meeting 	<p>DT</p> <p>MC</p>
<p>5. Community Development and Training Update</p> <ul style="list-style-type: none"> • Kerry Starling and Michelle Robinson will give an update in the next meeting. 	
<p>6. AOB</p> <ul style="list-style-type: none"> • Various issue of car crime over the xmas period were discussed <p>MC confirmed that he would be meeting with the Police safer neighbourhood team on 9th January with DT and DP and would report back on the findings / agreed actions</p>	<p>MC</p>
<p>6. Date of next meeting</p> <ul style="list-style-type: none"> • Tuesday 12th February 2013, 6.00pm Higgins Construction site compound 	