

Minutes - Mill Farm Close Estate Forum Meeting

Tuesday 9th April 2013

Estate Forum representatives in attendance:

Jackie Fineman, Mr Stephen and Mrs Janet Dring, Ms Dave, Darrel Alexander, Bharti Patel, Sophie Alderson, Mr Akhtar.

Advisors:

Catalyst Housing Group:

Murray Crawford, Masooma Okera, Alan Fineman,

Catalyst Gateway;

Katie Fineman, Les Warren

Higgins Construction:

Mick Savill

Harrow Council:

Apologies

Michelle Robinson, Elaine Slowe, Daniel Thwaites

	Action
1. Matters arising from meeting of 12th March 2013	
<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. He stated that the caretaker will help residents who have problems changing their bulbs.	MC
<ul style="list-style-type: none">MC confirmed that Sherif has met with the fire officer and will be writing to everyone regarding this.	MC
<ul style="list-style-type: none">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. This will be put up in 2 weeks.	MC
<ul style="list-style-type: none">MC confirmed that he is working with Eugene and will be putting signs up on the bin stalls regarding recycling shortly.	MC
<ul style="list-style-type: none">MC stated that he is working with Higgins in regards to CCTV on the estate. They are going to install CCTV on the end of block 2 and at the site office to view the car park area next to Miller Close. MC confirmed that this should be completed by the next meeting.	MC

<p>2. Update on Construction Issues</p> <p>Construction.</p> <ul style="list-style-type: none"> • MC confirmed that Higgins has vacated possession of blocks 3, 4 and 5 and demolition has started. This will be a 6 week process and by the end of April all 3 blocks will be down. • MC confirmed that phase 2 construction will start beginning of May. Some Demolition has started and Higgins has informed residents of dust whilst the demolition is taking place. If there is dust on cars Higgins will make arrangements to have these cars washed and windows affected will also be cleaned at the end of the demolition. • MC confirmed that Anne Marie is collating information about who has belongings in the sheds at MFC and will be contacting those individuals. • MC confirmed that the sales block going up at the moment will not be attached to block D as originally planned. 	
<p>3. Housing Update</p> <ul style="list-style-type: none"> • MC confirmed that Block D residents have moved in and the block is fully occupied. • DP reported that the fire door in block D has a large gap at the bottom. MS is going to look into this. • MO confirmed that some residents who have moved in phase 1 have tenancy agreements with incorrect information. Most tenants have been contacted and it should be completed by next month. 	MS
<p>4. Community Development and Training Update</p> <ul style="list-style-type: none"> • KF gave the forum meeting an update in regards to community development. She informed the group that: <ol style="list-style-type: none"> 1. The Easter Egg Hunt event on Tuesday 2nd April 2013 went quite well KF mentioned there was good attendance. 2. She has contacted the Boxing class instructor and they are hoping to start classes soon. 3. She is meeting with Age UK this week regarding IT courses, this is going very well so far and should be able to update soon. 4. Volunteering: She is looking into this more over the coming weeks and will be contacting residents. 5. There will be an Awareness Day on Monday 29th May 2013; this is to give residents a chance to gain knowledge about the different services Catalyst provides. 	
<p>AOB</p> <ul style="list-style-type: none"> • Les Warren presented the group with choices for Kitchens and Worktops. He informed the group that some of the previous ones have been deleted. 	

<ul style="list-style-type: none"> • The group chose 7 samples for the kitchens and Les is going to bring these samples to the next meeting so the group can choose 5. The seven that were picked were Latte, Plum Wood, Ferrara Oak, White, Quartz Cubanit, Basaltino Grey, and Natural Pacific Walnut. • LW confirmed that we will be using the same 2 laminate floorings as phase 1. • DD asked about Matt finishing. She wanted to know if we can use silk finishing in phase 2. MC is going to look into this. • LW confirmed that he will be allocating phase 2 shortly (Approx 2 weeks) and will be checking everything with Jacky Souter first. This should start by the next meeting. • LW confirmed that choices will start next month after the forum has decided on colours, etc. • LW confirmed that aerial/dishwasher connections, etc will all be confirmed at the same time. • Murray confirmed that all defects go through CHL switchboard initially and if the tenant has problems with anything they can contact the new build team. After reporting it initially to CHL residents can speak to Anne Marie. 	MC
<p>6. Date of next meeting</p> <ul style="list-style-type: none"> • Tuesday 14th May 2013, 6.00pm Higgins Construction site compound 	