

Minutes - Mill Farm Close Estate Forum Meeting

Tuesday 14th May 2013

Estate Forum representatives in attendance:

Jackie Fineman, Mrs Janet Dring, Mr Akhtar, Mr Perring

Advisors:

Catalyst Housing Group:

Murray Crawford, Masooma Okera,

Catalyst Gateway;

Les Warren

Higgins Construction:

Keith Fisher

Harrow Council:

Apologies

Michelle Robinson, Elaine Slowe, Daniel Thwaites, Katie Fineman

	Action
<p>1. Matters arising from meeting of 9th April 2013</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. He stated that the caretaker will help residents who have problems changing their bulbs. MC stated that they are difficult to change but MC is working with Sharif and Alan to resolve this.MC confirmed that Sharif has met with the fire officer and has assured that letters were sent out to all Residents. Sharif will speak to residents on Awareness day and list addresses that have not received it and then re-issue the letters. This time with information on condensation as well.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 shortly.MC confirmed that he is working with Eugene and the signs for the bin stalls have been produced. The recycling signs will be going up shortly.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 has now been done.	<p>MC</p> <p>MC</p>

<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 been completed. • MC confirmed that phase 2 construction will start beginning of May. Demolition is now complete and piling has started for Phase 2, construction will begin shortly. • MC confirmed that Anne Marie is collating information about who has belongings in the sheds at MFC and will be contacting those individuals. 	
<p>3. Housing Update</p> <ul style="list-style-type: none"> • DP reported that the fire door in block D has a large gap at the bottom. MC is going to look into this. • MC is going to discuss serving ground 5 notices with DT on all of the residents in phase 2 in case they refuse to move. 	MC
<p>4. Community Development and Training Update</p> <ul style="list-style-type: none"> • MC gave the forum meeting an update in regards to community development. He informed the group that: <ol style="list-style-type: none"> 1. There will be an Awareness Day on Wednesday 29th May 2013; this is to give residents a chance to gain knowledge about the different services Catalyst provides. 2. Volunteering: KF is looking into this more over the coming weeks and will be contacting residents. 	
<p>AOB</p> <ul style="list-style-type: none"> • Les bought 7 samples for the kitchens. The five that were picked were Latte, Ferrara Oak, White, Graphite and Aida Walnut. • LW confirmed that he has started allocating phase 2 and will be checking everything with Jacky Souter first. • MC is going to speak to Higgins about getting silk finishing instead of matt in the kitchens. • LW confirmed that choices will forwarded to Higgins by the end of July. • LW confirmed that aerial/dishwasher connections, etc will all be confirmed at the same time. Residents will have to sign for their choices as there will be no amendments, a sheet with the choices will formally be issued to the resident and no changes can be made after. Residents will need to make payments prior 	MC

<p>to moving.</p> <ul style="list-style-type: none"> • 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. • Mrs Dring and DP bought up the issue of Pigeons in the new blocks. MC is going to discuss this with Higgins and they are going to look at the designs of the blocks. MC is also going to discuss this with EB to try and come up with a way they can stop the pigeons from nesting. • MC discussed parking on the estate. He is going to meet with DT, JF and DP before the next meeting. 	MC
<p>6. Date of next meeting</p> <ul style="list-style-type: none"> • Tuesday 11th June 2013, 6.00pm Higgins Construction site compound 	