

Webber and Quentin TMO
Minutes of Board meeting Wednesday 27th March 2019 7:00-9.00 pm
Webber & Quentin Hall, Quentin House, Gray Street.

Present

Orenda O'Brien Davis (Secretary), OOD Julie Lewis, JL
 Jill Goddard (Chair), JG Graeme Womack (Treasurer), GW
 Lisa Stevens, (Vice Secretary), LS Sophie Thorpe (Vice Chair), ST
 Asya Zaman, AZ

In Attendance- None

Apologies –,

Angela Nelson (AN)
 Delight Amatoby, DA
 Moninuola Oladigbolu (MO)
 Tracy Stedman
 Jesse Cudjoe, JC

Not Present -

Umran Malik, UM

No	Item	Action
1.	Welcome, introduction and apologies	
	JG welcomed all and chaired the meeting, which was quorate (5 minimum). If board members miss three meetings without good reason they will be expected to step down.	
2.	W&Q TMO Board matters	
	<i>Declarations of Interest and attendance</i>	
	No interests were declared.	
	<i>Secretary Role</i>	
	To be elected at May meeting.	
	<i>Minutes of last board meeting on 27th February 2019</i>	
	No inaccuracies reported Proposed by JL and agreed by ST Minutes accepted and signed and dated by Chair.	
	<i>Actions & Matters arising from last meeting not on agenda</i>	
	Actions outstanding from February 27th 2019	
	RA enquiring about the broken Quentin entry door.	O/S
	JG to discuss with SI regarding TRA room use and room hire. Ian Brindley needs to help resolve a fire exit before any hire possible.	O/S
	TRSIG Football Grant	
	ACTION: JG to email WSFC for end of project report	JG
	New Funding Applications	
	Decision: The board approved to submit an application for Bankside Open Spaces Trust to consult residents of open green spaces. Deadline 15th April. ACTION: JG to submit applications	JG
2.	Board Reports	
	Chair report	
	JG updated the board on staff progress. SI completed his 3 month probation on Friday 8 th March 2019. JG stated that SI and LK are settling in very well.	

	TMO Business Case to LBS for 18/19 over spend was approved and an invoice raised and sent for £14,400.00 plus VAT.	
	Draft Budget 2019/20 GW talked the board through the proposed 2019/2020 budget. ST proposed acceptance. JL seconded it. Decision: The board voted unanimously to approve the Budget for 2019/2020	
	Gardening maintenance contract plans All were very pleased with the gardening work with Pinnacle SI will keep the board informed for estimated bills for 19/20. Decision: JG and JL to work with SI on the tender for contracting a joint cleaning and gardening firm for the rest of 2019/20. JG to agree a panel of staff and Board members to assess the tenders received when ready and report back.	JG
	Newsletter Content All board members to individually contact LK with their personal choices with regards to pictures appearing on the newsletter.	
	Planning Open General Members Meeting: April 24th 2019 JG and ST will work alongside SI and LK to plan. JG will contact other members if need be. All to help on the night.	
3.	TMI Southwark Council and LBS meeting	
	MMA signing is being organised by Southwark Council. TMO permanent office: Southwark Council will now action looking at potential sites. SI is discussing motor bike parking with Southwark Council. Ongoing. Fire Risk Assessment and Basement Responsibility Contacts: Decision agreed: that a Fire Officer attends April meeting to explain the Fire Risk Assessment to the residents. JG to action.	JG
4.	Webber Row Major works Aim to finish end of June 2019. Cost may be cheaper as no resident has qualified for new bathroom or kitchen. Southwark Council will not replace windows as there is no reason to do this .	
5.	AOB	
	None	
6.	Date of 2019 meetings	
	Special General Meeting 24 th April, Board meetings 22 nd May, 24 th July or 31 st July, 4 th Sept, AGM 18 th or 25 th Sept, 27 th Nov, & Jan & Mar 2020 – Dates TBC	
	HR subcommittee mtgs	
	Social Subcommittee mtgs	
	Finance subcommittee mtgs 13 th Mar, 17 th April, 15 th May, 19 th June, 17 th July, 7 th August	
7.	Close 9:00 pm – End of meeting	
	Gentle reminder that the secretary will contact board members once they have missed two meetings to remind them that if they do not have a good excuse, and especially if they haven't given notice about missing a third meeting, they will be expected to step down or the board will vote to remove them. Special dispensation can be given by the board in particular circumstances.	