



MINUTES

07.01.2020 | 19:00hrs | Meeting called to order : Richard Walker

Minuted by : Dean Byerley

In Attendance

Committee:

DB - Dean Byerley – Chair | RW - Richard Walker – Vice Chair | SG - Sacha Gray – Events Coordinator | TD - Tracey Dighton – Police Liaison Officer | BT Babs Turner – Committee Member | DL - David Lackey – Health Liaison Officer | Artur Kraska – Resident | Phyllis Hayden – Resident | JM – Judith Mellis – Resident / Incoming Treasurer

Invited Guests:

JD - Jean Douglas - Hyde Resident Engagement Officer: jean.douglas@hyde-housing.co.uk
RSL – Robyn St Louis – Hyde Property Manager : robyn.stlouis@hyde-housing.co.uk

Apologies:

None

Approval of Minutes

Previous meeting minutes for 10.12.2019 : Agreed

Hyde Update On Estate

- a. CCTV : Robyn supplied the procedures for requesting access to the CCTV. In order to provide list of working/non-working breakdown Robyn is working with Neil, having trouble downloading data due to size. Robyn still chasing Neil, SCCI subcontractor for last 15 years. **RSL to arrange for the breakdown at the next meeting.**
- b. CCTV signage, responsibility of Jack Bernard, fire/security contracts manager, going to provide quote. **RSL to supply status of this via email to committee.** Notices going in every entrance and on poles. Will come out of service charge. **RW to look into getting notices combined with safer neighbourhood police pane / neighbourhood watch.**
- c. Refuse Area: Request for more bins, chained lids, and location to be sign posted. Richard requested raising bins screen to stop people lobbing over and missing bins. Robyn went to Lambeth Council, Council has refused so far to supply more bins. **RW to send pictures of bins to RSL.** Robyn stated that screening and relocation unlikely due to budget constraints. Richard talked about match funding if Hyde will. Hyde Estate Improvement team may be able to help. **RW to chat to RSL via email about possible match funding.**
- d. Bulk waste: Request for signs and designated area markings. Robyn looking coming up with wording to address issue of access to bulk rubbish area. Dean mentioned

signs should be internal in block (map) with external hazard line markings, to ensure not used by non-residents. **DB to supply estate map he produced to RSL as she is currently working on it due to refusal by Hyde communication team.**

Babs enquired about signage for the collection dates. Robyn stated collection done 3 times a week, but not set as depends on bulk amount. **RSL to look into signage with estimated days for collection.** Babs stated that recycle bins need to be accessible to disabled people. **RSL to ask grounds men to check the locks and ask Lambeth council to ensure they are locked. RSL reported on overturned bins, some from Jan 2019, is chasing with Lambeth will report on this at next meeting.**

- e. Key fob access : Raised by us at police panel meeting. **RW to still chase manufacturer regarding their keys being copied.** Robyn believes that Trade Hub, shop on Wandsworth road and one in Brixton still copying fobs. Robyn stated that Heather court has fishkey intercom system, this system allows key fobs to be canceled. This being looked into for the rest of the estate. Robyn too get new fobs reprogrammed for the missing blocks which ours do not work with, will not be done for next meeting. **RSL to get back on timescale to us for when new fobs available.** David on fobs for parking, Hyde selling visitor parking permits, but not giving fobs for access. Robyn stated that after installed bollard in summer, everyone given fob who was listed. **RSL to talk to Hyde admin team as to why fobs not been given for day parking. RSL to also get Phyllis Hayden a fob for parking.**
- f. Estate Lighting: Holmes court / Jefferson court lighting, too dark to see, paving also needs attending too. Some of the lighting is Hyde or Lambeth depending on the bollards. Robyn went around with David to see non working lights. Many residents stated existing light is too dim. Need external replacement of external floodlights. **RSL to provide a report on the lighting after talking to Mears surveyor, to be done by March meeting. Holmes front entrance block, no light. Janine/RSL to look into replacement.** David reported on lights not working around shops near Surridge court. **RSL to look into this, RW to provide advice to RSL on lighting types,**
- g. Blocked Drain at Mobey court, still not fixed (2 years now). Richard stated Janine said that drain had been fixed but absolutely not, just rodding the drain is not good enough, doesn't last 24 hours, this is major health hazard. **RSL to look into and visit on Thursday and report, might use surveyor, David had the same problem at Strudwick. Grass areas ruined, RSL to look into soil replacement.**
- h. Painty spillage, sorted by Janine.
- i. Hyde tracker. This is the feature requested on website by Dean so that residents could track status of repairs, **RSL to get back to us next month (needs work by communications department).**
- j. Hyde - Parking and refuse map. Robyn part of the new parking panel. Judith raised issued at Holmes court, Coade court residents park in front of walkway, this means bin men can't get bins past for collection. **RSL to talk to lambeth about having the area yellow lined.** Sacha reported on parking at Sandham which is illegal. Robyn has asked for mears to put in bollards. Coade court leases do not allow for parking. **Janine/RSL will look into Coade court leases.** Regarding silver car blocking access at Rushby/Sandham, Robyn has found the individual. He has forgotten the car was there. Sacha stated moving the car would be useful for the bin location. **RSL calling gentleman at end of the week for action plan on moving car, will get**

Cleanscapes to move bins there.

Hyde New Issues On Estate

- a) Under-croft Moby court leaking water, **Janine to look into.**
- b) Trial of bin next to the benches in Mobey Meadow with lid, suggested, **Janine to look into.**
- c) Broken seating outside Whittaker court, Studley road side. Orchard seating collapsed. **Janine to look into.**
- d) Paving across the estate. Robyn stated biggest patch under review, is between Sandham court and Edritch house. Robyn put up alert notices. Outside Squires court, tree lifted paving. Residents should send a picture to Robyn and Janine and report through customer services with reference number. Health hazard. **RSL to look into paving versus tarmac, as paving slabs can be slippery (Sacha) due to leaves.** Roads on outskirts are Lambeth responsibility to clean paving leaves. Hyde responsible inside bollard areas. **RSL to speak to Lambeth council about cleaning and paving.**
- e) Additional seating. Decision at the moment that it is probably better to spend on lighting on the estate as more urgent.
- f) Babs brought up 13 Dover court, Maurren Guttridge, needs a new boiler. **JD to look into replacement.**
- g) Dean reports on external wall crack at Surridge, want a glass movement monitor. **RSL to get surveyor to look at flat crack, both internal and external now.**

Treasurers Report

Judith accepted as new treasurer. Richard has accountant friend who will help setup Quick Books for the treasurer, allow everything to be done online. **Saturday 18th JM and RW to arrange with SDS to get account changed over.** If required mid-month meeting can be made online (if bank requires more details).

Minuted list of SERA executive team for bank:

Dean Byerley	– Chair
Richard Walker	– Vice-chair - Authorised signatory
Judith Mellis	– Incoming Co-Treasurer - Authorised signatory
Conor Gent	– Co-Treasurer - Authorised signatory
Samantha Dorney Smith	– Outgoing Treasurer
Rotating Committee Role	– Secretary

Social Events

Thanks given to all volunteers for both social events:-

- a) Older person social : 20 residents attended and 3 committee members, **SG has a report to be emailed to committee.** Donation amount, £87 pounds collected, passed to Richard for safekeeping. Sacha felt that needed more advertising prior to event.

- b) Children's event: Dean reported that approximately 40-50 children in attendance, Leap organisation collected list of residents attending, passed to SERA. Could have done with more committee members on the ground, but event very successful. Donations received of £35.70 passed to Richard.

Dean stated that we need banners and posters to advertise SERA as sponsor of events as many residents had not known that we had organised them. **RW / DB / SG to organise banners/posters.**

Artur Kraska asked about kids programming courses. **RW to pass on details for LEAP/Oasis (Marta Sordell) to Artur.**

Social Events diary for 2020, preliminary dates agreed:-

- a) Summer events: Arrangements need to be made with Morley College amateur dramatics to stage a production for residents in summer/winter. **RW / DB to discuss with Morley College, plus consider Carol Service (Andrew Gower).**
- b) Stockwell festival date, normally around the 6th of July. Not published yet.
- c) November meeting will be SERA AGM for 2020. **RW to publish on Facebook.**
- d) Older persons event, agreed for Dec 5th 2020 from 1pm – 4pm.
- e) Childrens event agreed Friday 18th Dec 2020 after school. This needs to be checked with Allen Edward. **SG to check with Rachel Harrison.**

Constitution Update

Amended Constitution / Code of Conduct discussed and agreed at December meeting of 2019, voted in as SERA Constitution / Code of Conduct unanimously by committee.

SERA Drop-in Surgery / Wellness Afternoon : 23rd May

Richard gave a report on the progress of drop-in:-

- Date agreed of 23rd May.
- Idea behind the event is social inclusion and well-being. Local organisation providing information to residents on what is available and how to gain access.
- Layout - Elsie Nesbit room will be devoted to well being, local organisations in main hall area, with childrens area in the middle hall room. Left-side small rooms to house MP surgery and local councilor advice surgery.
- List of organisation provided on agenda with those already committed, **RW to provided update on which organisation have committed and which are till being followed up on via email.**
- MP Florence Eshalomi yet to come back on attending surgery.

Phyllis suggested getting local libraries to attend and also organisation which help with domestic violence. **PH send to committee email addresses of organisations for RW to action.**

Richard / Dean discussed need for a workshop with organisations prior to the event to discuss arrangements and what level of support they can provide, including advertising the event with Hyde and distribution of leaflets etc. promoting the event. Robyn suggested social inclusion team at Hyde may be able to help. Sacha suggested translations to Portuguese /

Brazilian needed on advertising. **SG / RW to look into with local groups.**

Fundraising

- a. Richard stated that we can apply for grant from LEAP. **RW and DB to discuss fundraising and application on Sunday 12th evening.**
- b. Seed funding available via LEAP, LEAP also liasing about funding applications course for people to attend, suggest that all committee members who are interested to notify DB and RW. **RW and DB to attend course.**
- c. Richard reported on enabling Facebook page again and cleaned up comments. Restricted comments to requiring approval before being posted. Website up and running with SERA meeting dates but needs GDPR language attached. DB to provide to RW for website. Richard / Dean brought up need for email specific to SERA to be set up. Dean explained that cannot be done with current provider. **DB to liaise with Antonio on moving to a new domain registrar to enable more versatile email allocation.**
- d. Other grants – Such as previously discussed LEAP grants. Discuss at future date.
- e. Allen-Edwards School: Lottery funding - partnership meeting this Friday 11am, Putting together funding via LEAP, need a think tank to go forward to allocate funds. Sam drafted application. They will hold focus groups, we need to attend focus groups to discuss what should be done with funding. **RW to organise interim meeting.**
- f. Partnership with other charities. Richard stated that from the drop-in are getting contacts with charities, (e.g. mindfulness). Richard making contact with Tesco, Sainsburys, and Coop, but we need a proper email setup to look professional before these organisation will fund. Organisation may well help with food for the Christmas events etc.

Larkhall Park Partnership Board

Dean confirmed had emailed Kevin Crook previous week, but no new date for the meeting yet. **DB to distribute as soon as confirmed by Kevin.**

Allen Edwards playground project and CLIPS

Previously discussed in fundraising section.

Communication

- a. Richard highlighted previous discussed need for proper email domain, SERA signatures for email , use of Logo etc.
- b. SERA Cupboard still needs sorting out, suggested that this could be done after bank visit on 18th. **RW and JM to look into cupboard.**
- c. Update on facebook,as previously stated now up and running with meeting dates listed and purge of previous comments, and site settings for posting adjusted. SG needs to get senior citizen photos approval so they can be posted on facebook
- d. Richard / Dean put all new laminated posters up on estate. Sadly only one additional

- new person, however longer term hopefully gain more residents.
- e. Website as previously discussed. Needs redesign. **DB / RW to look into.**
 - f. Allocation of new email addresses. **DB to look into setting up email addresses following move to new domain registrar.**
 - g. Online storage for SERA documents, media, communications. DB to create Google Drive to store.
 - h. Storage of residents email details discussed. Dean gave overview of GDPR requirements, need for two officers, Data Protection Controller and Data Protection Processor. Controller audits and ensures we follow GDPR, processor provides access and removal of data. DB created GDPR text , needs to be posted on facebook page or website. **DB to supply text to RW. Committee to decide on GDPR officers at next meeting.**
 - i. Whatsapp group discussed for residents. Committee decided that this may complicate gathering of email and telephone numbers. Idea parked for future discussion. **Judith Mellis to be included on Committee whatsapp group, DB to action.**
 - j. Committee discussed newsletter to residents from Hyde should contain details about drop-in and social inclusion event and publicize social events calendar. **RW / DB / SG to look into this with Hyde.**

Estate Anti-Social Behaviour

- a. Police panel. No new SNT meeting since last reported SERA meeting. Dean discussed interim meeting with PC Mickey, however as no other residents turned up no new topics other than the existing issues of drug dealing and estate anti-social behaviour brought up.
- b. Homeless, no further updates
- c. Drug dealing, As previously discussed from SNT, police have conducted raids etc.
- d. Refuse bins been dealt with earlier in meeting. No additional comment.
- e. Hyde social conduct, as discussed previously.

Any Other Business

None