

Minutes



Meeting: Ruskin Court Residents Limited – Impromptu Leaseholder meeting (Flats Only)
Date: Friday 25th February 2022 at 11.30am
Location: HML Knutsford Office Boardroom

In Attendance: Mr G Purcell
 Mr S & Mrs V Leete
 Mrs M Smith
 Mrs J Mitchell
 Mr B Stanley – HML

This was a listening meeting. It could not be a deciding meeting because it was not duly notified as a General Meeting, nor was it a Directors' Meeting (two directors were not aware of it). Therefore neither these minutes, nor anything said to be agreed in them, is authorised by Ruskin Court Residents Ltd

Item No.	Description	Responsible Person
	<p><u>Budget:</u> ? The apartments reserve fund is over £17,000</p> <p>It was agreed that the reserve fund would be dropped back down to £1,000 from £3,000 in the budget. BS is to make amendments and re-issue. BS is also to amend the out of hours sector to reflect 7 flats.</p> <p><u>Insurance:</u></p> <p>It was agreed that the insurance is not to auto renew. A copy of the policy schedule, wording and certificate is to be supplied to Gary so that he can approach individual brokers. BS is to obtain a brokerage fee from AB.</p> <p>**UPDATE** BS has requested these and is waiting for the information to be sent over.</p> <p><u>BRV:</u></p> <p>It is recommended that a BRV is carried out every 3 – 5 years. The last time this was carried out was in 2019, meaning we are at the 3-year threshold. BS will discuss with all Directors on the removal of the BRV from this year's budget as the BRV encompasses the whole estate and does not just cover the flats.</p> <p><u>Cleaning:</u></p> <p>A new timesheet is required. BS is to draw up a time sheet, put this up in the communal areas and advise the cleaners.</p> <p><u>Out of Hours:</u></p> <p>No Out of Hours number is in communal areas. BS is to get this and put it up in common areas. The question was asked why the charge has increased from £37.50 to £120.00. BS advised that this needs to be changed as there is only 7 flats, so the actual cost is £84.00 incl. VAT.</p> <p>Gary asked why the cost has increase. Adiuvo (who are used for Out of Hours service) did a review of their services and confirmed that increase to £10 + VAT, per unit, was a true reflection of the service provided. It is worth noting that the out of hours service will only cover the internal and external areas of the building. This will not cover any issues out of hours on the estate.</p>	<p>BS</p> <p>BS</p> <p>BS</p>

<p><u>Asbestos:</u></p> <p>There is asbestos in the Artex in the ceilings of the stairwells and asbestos management has been included in the budget. Gary asked why this had not been included in previous budgets prior to me? I cannot answer this the same way as I cannot answer why it wasn't given over at the point of sale. However, with all the changes currently happening in the industry, there is added pressure to ensure everything is up to date and compliant.</p> <p>It was asked why the survey shows that only the stairwells were tested during the survey and not the flats and garages.</p> <p>**Update** The Management Company is only responsible for the common areas, so the garages would not fall under Management Company responsibility, neither would the internals of the flats. These areas are the responsibility of the owners of the demised areas. The only area not tested that could have been tested was the electric cupboard but this is mainly concrete/breezeblock which does not contain asbestos. BS can get a contractor to confirm this and will confirm with the Directors. There is no requirement for a separate survey to be carried out.</p> <p><u>Lighting:</u></p> <p>The external light, which currently goes through the development for the walkway in the enclosed garden area next to the flats, that is not working. BS has had Regional Construction out to look at this light and it was found to be owned by the Council so it is not Management Company responsibility.</p> <p>**Update** BS has spoken to deputy Mayor of Knutsford Town Council, who has confirmed that the responsibility to resolve this lies with Cheshire East Council. He will approach them on behalf of the residents about the lamppost but recommends that residents contact Cheshire East Council themselves to report the lamppost as well.</p>	<p>BS</p> <p>BS</p>	
<p>There being nothing further to discuss, the meeting was closed.</p>		