

# SAPRA

St Andrews Park Residents Association

Chairman: Adam Bennett  
 Deputy Chair: Michele Needleman  
 Treasurer: Richard Williams  
 Secretary: Welby McRoberts

<http://www.sapra.uk> | [committee@sapra.uk](mailto:committee@sapra.uk)



## St Andrews Park Residents Association

Meeting	October 2020			
Date & Time	Thursday 15 <sup>th</sup> October 2020 – 19.00 – 21.15			
Attendees	Michèle Needleman	Richard Williams		
	Sian Robertson	Lucinda Clason-Thomas	Janine Parker	
	Abs Gupta	Carina Hendrikx	Goretti Thomas	Kat McKay
	Seema Ansari	Susan Hampshire	Vanya Allen	
Apologies	Adam Bennett	Chandike Mallowaorachihi	Welby McRoberts	
Absent	Arif Jaffer	Jeremy Forrester		
Agenda	<p>AGENDA</p> <p>Updates &amp; News from Vinci St Modwen (Lucinda/Janine)</p> <ul style="list-style-type: none"> <li>Road Safety Audit</li> <li>Estate-wide parking policy</li> <li>Estate development news</li> </ul> <p>Updates &amp; News from Mainstay (Sian)</p> <ul style="list-style-type: none"> <li>Estate Manager latest</li> <li>Next service charge bills</li> <li>New Mainstay Portal latest</li> <li>Accounts to 30 Nov 2019 (not on Portal)</li> <li>Current &amp; planned works on Estate (e.g. street light repairs, Lawrence Grove play area repair)</li> <li>Current &amp; planned works in Apartment Blocks (e.g. Triangle bins, Hillingdon House issues)</li> </ul> <p>Estate-wide issues (SAPRA)</p> <ul style="list-style-type: none"> <li>Grounds maintenance</li> <li>Security concerns</li> <li>Any other issues</li> </ul> <p>Apartment blocks issues (SAPRA)</p> <ul style="list-style-type: none"> <li>Wellington House high electric bill</li> <li>Halifax House render stain</li> <li>The Triangle basement bins</li> <li>Bristol House faulty entrance door</li> <li>Lockheed House update (Jeremy)</li> <li>Any other issues</li> </ul> <p>SAPRA Topics</p> <ul style="list-style-type: none"> <li>SAP In Bloom scheme update (Susan)</li> <li>SAPRA website updates</li> <li>SAPRA AGM (date, agenda, announcement)</li> <li>Action points from Sept meeting</li> </ul> <p>AOB</p> <ul style="list-style-type: none"> <li>SAP-wide communication ideas</li> <li>Request from Cllr Ray Graham re Pedestrian Crossing at Churchill Rd/St Andrews Rd junction</li> <li>New member</li> <li>Any other items</li> </ul>			

### Common Abbreviations :

VSM – Vinci St Modwen    MS – Mainstay    LBH – London Borough of Hillingdon    PCM – Parking Control Mgt

Initials used for individuals/members/officers

# SAPRA

St Andrews Park Residents Association

Chairman: Adam Bennett  
Deputy Chair: Michele Needleman  
Treasurer: Richard Williams  
Secretary: Welby McRoberts



<http://www.sapra.uk> | [committee@sapra.uk](mailto:committee@sapra.uk)

## AGENDA

### Updates & News from Vinci St Modwen (Lucinda/Janine)

- **Road Safety Audit**
  - Initial findings from Atkins have been shared and a further inspections has been done
  - VSM & Atkins are compiling advice on a number of options to better control traffic, Churchill Road in particular
  - Churchill Road was built by design together with LBH, any changes due now needs to be agreed between VSM and LBH and VSM will then approach LBH
  - Immediately able to action : Additional 20mph signs, additional radar signs (displaying current speed/smiley faces), white lining to be refreshed where necessary
- **Estate-wide parking policy**
  - LCT, SR and PCM have had 3 meetings in total now, last one in the w/c 12<sup>th</sup> October 2020
  - Gone back to basics, multiple site inspections, clarify lining and policies, establish how many visitor bays per phase etc
  - SR to consolidate this into a user friendly policy, and build in the points as raised by SAPRA
  - All involved to share the rationale to be used in the case of any additional extra lines (single/double)
  - Investigating the model – currently SAP is a “free” site for PCM whereby they are only paid on issued tickets, whereas there is also the option for PCM to be paid a retainer
  - Timeline of the above to be shared by SAPRA – due 2<sup>nd</sup> week of November.
  - Concerns raised by SAPRA – Phase 6 has no enforcement yet, how many times do we keep going back to basics
- **Estate development news**
  - Landscaping has started for phase 3
  - No news yet on Town Centre West
  - Queries raised around the footpath from St Andrews Gate to Churchill Road – listed as a footpath on Ordnance Survey – will remain as such? VSM to investigate.

### Updates & News from Mainstay (Sian)

- **Estate Manager latest**
  - SR has had a couple of interviews for this position – no decision yet
- **Next service charge bills**
  - SR has been working on budgets, getting together with the service charge teams and estate service charge will be reviewed in conjunction with VSM – Due to be out on time (before 1<sup>st</sup> December 2020)
  - Service charges for blocks of flats should also be out by mid-Nov as confirmed by SR
- **New Mainstay Portal latest**
  - Adeel used to be more involved with this but has now left MS, SR will pick this up with new Associate Director Gemma Richards, with intros to follow
- **Accounts to 30 Nov 2019 (not on Portal)**
  - Statutory accounts are expected on portal – SR to investigate possibility of getting a copy on the new portal (audited reconciliation, even abbreviated)
- **Current & planned works on Estate (e.g. street light repairs, Lawrence Grove play area repair)**
  - 21<sup>st</sup> October 2020 – Streetlights work on Charles Church phase. SR has also added in some additional, including outside 34 Deblin Drive, amongst others, as reported to SA
  - Lawrence Grove play area – The original contractor for the play area repaired just the rubber top surface, meaning the sand sub base will fail. SR/MS rejected the work and in discussion with Persimmon – the sand movement causes dips, causing trip hazards. Full repair estimate £5K – SR in discussion with VSM, SR to share details with JP and JP to take these to Persimmon contacts
  - Pavement dip by Newall Close/Partridge Close – dangerous, especially with winter coming up (rain/freezing could cause black ice, school children use this pavement) – SR investigating having this work performed for free, date to be confirmed

# SAPRA

St Andrews Park Residents Association

Chairman: Adam Bennett  
Deputy Chair: Michele Needleman  
Treasurer: Richard Williams  
Secretary: Welby McRoberts



<http://www.sapra.uk> | [committee@sapra.uk](mailto:committee@sapra.uk)

- **Current & planned works in Apartment Blocks (e.g. Triangle bins, Hillingdon House issues)**
  - Fire doors in some blocks have been done, but some went over Section 20
  - Blenheim/Fulmer/Gloster House bin room keys issue – a simple email to SR/RM (Richard) will be sufficient, they will then deliver the keys when they are next on site to reduce postage costs
  - Current issue is that the bin rooms have a more secure key as opposed to the bike rooms, consult as to whether residents in these blocks would prefer to see more secure bike stores.

## Estate-wide issues (SAPRA)

- **Grounds maintenance**
- **Security concerns**
- **Any other issues**
  - All of these have been covered individually in other sections

## Apartment blocks issues (SAPRA)

- **Wellington House high electric bill**
  - A clamp has now been fitted to measure electricity usage, this will stay in place for approx. 1 month
  - A meter is present for communal areas, with some other fees (bin room, plant room etc)
- **Halifax House render stain**
  - A temporary clean will be arranged. Residents have asked for a canopy as there is no rain cover. MS have agreed to quote – all residents of Halifax House will need to contact MS and agree to the associated costs
- **The Triangle basement bins**
  - PO for this work (respraying 11 black recycling bins to green general waste bins) has not yet been raised, however MS is due to give a date for this
  - SR confirmed after concerns that bins will not be moved offsite causing capacity issues, instead will remain on site whilst work is being confirmed
  - CH confirmed Monday lunchtime would be best as this is just after black recycling bins are generally emptied by LBH
- **Bristol House faulty entrance door**
  - This has now been fixed however SR will double check
- **Lockheed House update (Jeremy)**
  - Meeting was due to take place between JF, MN and the neighbourhood manager for Catalyst on 12<sup>th</sup> October, this was cancelled by JF as he confirmed this was sorted – no update available from JF during meeting
  - GT confirmed the fridge will be moved to an acceptable collection point by Catalyst for LBH to remove as bulk
- **Any other issues**
  - Signs appearing around SAP with regards to play areas specifying age groups – this was due to a risk assessment MS had had, where mandatory instructions were that such signage was to be put in place

## SAPRA Topics

- **SAP In Bloom scheme update (Susan)**
  - SH confirmed idea behind this – introduce website and some positivity in gloomy times which is desperately needed.
  - MN to write a letter which SR confirmed can be sent out to all residents via email and MS newsletter
  - VSM will look into options to put up flower beds in visible spaces (Barrett Place/School) in support of initiative and for positivity
  - SH confirmed approx. pricing for similar items – VSM happy to go 50/50 on seeds and possibly use SAPRA 50% from grant
  - SAP in Bloom scheme has full support from all parties
- **SAPRA website updates**
  - KMck to provide pics – current WordPress guru – website needs new pictures, and asking for new members as vacancies have arisen with departures and resignations

# SAPRA

St Andrews Park Residents Association



Chairman: Adam Bennett  
Deputy Chair: Michele Needleman  
Treasurer: Richard Williams  
Secretary: Welby McRoberts

<http://www.sapra.uk> | [committee@sapra.uk](mailto:committee@sapra.uk)

- **SAPRA AGM (date, agenda, announcement)**
  - New timeline and action plan decided :
  - 19<sup>th</sup> October – SA to write up roles & responsibilities of officer roles
  - 22<sup>nd</sup> October - MN to confirm above roles & responsibilities & officer vacancies (resignations)
  - 29<sup>th</sup> October – Deadline for committee members to apply via email to MN for any of the vacant officer roles
  - 1<sup>st</sup> November – MN to share with committee any received applications for officer roles
  - 1<sup>st</sup>-18<sup>th</sup> November – Committee members to vote on officer roles (TBD – likely via email to MN)
  - 19<sup>th</sup> November – AGM and new officer announcements if applicable
- **Action points from Sept meeting**
  - Audit of broken/incorrect road signs – MN outstanding action to be completed by Nov meeting
  - Zoom subscription – WMcR to investigate
  - Army pull up bars – SA has confirmed resident has not responded to further requests for info. SH and SA to work together on Chrysalis application.

## AOB

- **SAP-wide communication ideas**
  - See website update as per above
- **Request from Cllr Ray Graham re Pedestrian Crossing at Churchill Rd/St Andrews Rd junction**
  - Option to do this via a petition – requires 20 signatures
- **New member**
  - Sonia from Overlord Close would like to be a committee member – approved by all
- **Any other items**
  - Kids going into Town Centre West area around derelict houses. This is a safety issue, they get in through the fence and brick wall by roundabout between Park Road/St Andrews Road/Chippendale Waye. The Care Home do own this site now and VSM have committed to contact them.

## Closing

Meeting ended at 21:15.