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| **St Andrews Park Residents Association** | | | | |
| Meeting | May 2022 | | | |
| Date &  Time | Thursday, 26th May 2022 | 19.00 – 20.42 | | | |
| Attendees | Michèle Needleman (MN) | Kat McKay (KM) | Welby McRoberts (WM) | Abs Gupta (AG) |
| Sonia Dhir (SD) | Goretti Thomas (GT) | Jeremy Forrester (JF) | Chandike Mallawaorachihi (CM) |
| Matthew Nelson (MaN) | Susan Hampshire (SH) | Namrita | Peter James from VSM (PJ) |
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| Apologies | Adam Bennett (AB) | Seema Ansari (SA) | Vanya Allen (VA) | Arif Jaffer (AJ) |
| Agenda | |  |  |  | | --- | --- | --- | | Agenda Item | Duration | Time | | 1.     Welcome address from Peter James (Development Director, St Modwen), as temporary stand-in for Jana Stone.  2.     Review of recent Parking Controls.  3.     Town Centre West/St Andrews Square – feedback from consultation, building works problems etc.  4.     SAP-wide communications – progress on installing physical Notice Boards, updating SAPRA/standrewsuxbridge websites to include registration facility (to build a residents database).  5.     Progress on appointing leaseholders onto their management company board of directors.  6.     Availability of Homebuyer Hub office for hire by resident groups/clubs.  7.     Reports from each SAP Phase – each Committee member to report new/outstanding issues in their part of the estate or apartment building(s).  8.     Upcoming events of interest to residents (e.g. Jubilee celebrations).  9.     AOB – ie: camera | | | | | | |

## **Abbreviations:**

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| **JLA** – John Locke Academy | **PCM** – Parking Control Management |
| **LBH** – London Borough of Hillingdon | **VSM** – Vinci St Modwen |
| **MS** – Mainstay |  |

| **Minutes & Actions** | **Reference** |
| --- | --- |
| **Apologies** |  |
| **Welcome address from Peter James (Development Director, St Modwen)**  PJ has been the Development Director for the last 3 years. Jana was part of his team, so he is aware of the issues and has an overview.  Quick roundtable introduction for PJ’s benefit. |  |
| **Review Parking control**  * It has been in place since 18th May * Tangmere Cr land rover - parking notice - PCM needs VSM approval to remove it, car tax has been paid for it, bt DVLA has the details PJ: meeting with PCM tomorrow, run thru the procedure of car removal in general; removal cost should not become part of the Estate cost * Side roads are included in the parking control and making some difference * Triangle: buying visitors' bay - Catalyst own the block, can't buy visitors tickets from PCM for the rest of the Estate, as they don't contribute towards the Estate charge * Dyson: painted bays are not done, Jana was trying to get 8 in but only 5 have been approved by the independent consultant * PJ advised all to read the Parking mgmt section on the website * Lawrence Road WM: independent consultant, not following the highway code, no double yellow on the curves therefore those cars cannot be fined * 1a private parking showing as visitors * PJ: meeting with PCM and the new mgmt company * MaN suggested the removal of the wooden blocks in front of Defiant House and could parking be created 50-50 on the landscaping - but PJ would not want to encourage it - would take some money   PJ also confirmed that according to TP1 no parking is allowed on estate roads, but it is something that should have been enforced from day 1.   * Why PCM is 24/7? * John Locke Academy parking issues - Travel plan is in place and further meeting with the Head of School | AP-023 |
| **Town Centre West/St Andrews Square**  *Development*   * 267 apartments with a couple of retail units and basement parking * They had the feedback from the consultation, dialogue is ongoing about the proposed development, i: what form it should take, but nothing as been agreed. * Planning application by the end of this calendar year.   *Building work problems*   * Churchill Road pavement disappearing - they will make good at completion - gas pipe are in the wrong place, but will be reinstated; * Traffic light - was broken yesterday * Incident with trucks; trucks are being on the wrong side of the wrong * there is a road for the trucks to move out on the top so they don't use Churchill road, so it gets adopted - PJ to report this to get it sorted; need to be stopped before a major incident on that junction * St Andrew's curve - owned by council, but nothing agreed |  |
| **SAP-wide communications**  * PJ confirmed that they are happy to put one notice board up as a trial but where should it go? | AP-024 |
| **Progress on appointing leaseholders onto their management company board of directors.**  * PJ confirmed that atm priority is to get Encore in and for them to take over ownership, ie: first job for them is working group so it will hopefully move forward * Encore is coming from 2nd June; Encore will send out a letter w/c 10th June letter - engagement meeting * There will be a ranger on site twice a week, a sort of “handyman” |  |
| **Availability of Homebuyer Hub office for hire by resident groups/clubs.**  * Is the HUB available for hire? * VSM is reluctant to hire it out without staff there, as there is no separate entrance and the office is in use during the day * They will be using it for another 3 years * Suggestion: could Hillingdon House be used in the meantime? |  |
| **Reports from each SAP Phase – each Committee member to report new/outstanding issues in their part of the estate or apartment building(s).**  * Phase 1 - rubbish bin collection * Phase 3a Defiant House: said it all * Phase 6: clarifying managed areas for gardening; rodents – the company hasn't been back since * Dyson: Flute on the boiler, seems to be incorrect construction, just to make other people aware - Persimmons built * Triangle: bins are sorted; GT attends meeting every 3 months with social housing * SH: problems with the gardens |  |
| **Upcoming events of interest to residents (e.g. Jubilee celebrations).**  * Upcoming street party - 2nd June 2022 only for P4 * MN shared their handout for an idea for one’s own phase * Nothing was planned by VSM |  |
| **AOB** *Car Club*   * GT: around Triangle, trees have been dug out and she wondered if more parking are being created - PJ to find out what is happening about the trees * PJ informed the group that putting more parking spaces is a way of traffic slowing measures but council has a saying in this as well. * Leaseholder resident: CCTV P4 camera powered of block and they pay for it (it is tiny) - PJ to check, but suggestion is to email Encore * Suspicious activities on site: GDPR aware – one has to be careful sharing videos; Neighbourhood watch link can be used to report Ring videos - what should and shouldn't be doing with it * MN suggested to meet at the last Thu of the month – it was agreed, next meeting is 30th June | AP-025  AP-026 |

# **Action Log**

| **Ref** | **Action** | **Date raised** | **Owner** | **Notes/Updates** |
| --- | --- | --- | --- | --- |
| AP-002 | Ask PCM if income from tickets can be used to reduce costs for residents. | 18/11/2021 | JS |  |
| AP-009 | Try to get an update from Martin Goddard | 16/12/2021 | AB |  |
| AP-010 | Jodie to escalate the length of solicitor's response time and report back on reasons why the delay | 20/01/2022 | JL |  |
| AP-011 | Jana to email Catalyst to clarify the situation around CCTV | 20/01/2022 | JS |  |
| AP-012 | Matt to find out who manages the social housing | 20/01/2022 | MaN |  |
| AP-014 | Jana to speak to the project team for any suggestions regarding a location of a possible dog park (or alternative) | 20/01/2022 | JS |  |
| AP-015 | Jana or Jodie to confirm if TP1 for Nicholson Walk allows HMO | 20/01/2022 | JS, JL |  |
| AP-016 | Jodie to circulate some sort of a comparison of paid and not-paid | 20/01/2022 | JL |  |
| AP-018 | JS to bring the monthly report from PCM along to the meetings | 17/02/2022 | JS |  |
| AP-020 | JS to ask PCM's view on bollards | 24/03/2022 | JS |  |
| AP-021 | PCM's view for contractors and carers regarding the Parking Strategy | 24/03/2022 | JS |  |
| AP-022 | Street lamps to work | 24/03/2022 | JS |  |
| AP-023 | Update on car removal | 26/05/2022 | PJ |  |
| AP-024 | Where should the notice board go | 26/05/2022 | SAPRA |  |
| AP-025 | Why the trees being dug out around Triangle | 26/05/2022 | PJ |  |
| AP-026 | CCTV P4 camera powered of block and they pay for it - PJ to check, but suggestion is to email Encore | 26/05/2022 | PJ |  |

# **Closed Actions**

| **Ref** | **Action** | **Date raised** | **Owner** | **Notes/Updates** |
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| AP-001 | Circulate the gardeners’ schedule | 18/11/21 | JL | 16/12/21: SA received and shared the gardeners’ schedule. |
| AP-003 | Add the Christmas Advent Window Display to Social Calendar 2022 and start discussions early | 18/11/21 | KR | 16/12/21: Will add it to agenda again in Spring. |
| AP-004 | Getting a card and small items for a hamper for Cllr Ray Graham | 18/11/21 | VA, SA | 16/12/21: SA to buy card, message to WhatsApps group so they can be printed and glued to the card |
| AP-005 | Contact various stakeholders to set up a quarterly meeting | 18/11/21 | VA, JS | 20/01/22: Jana is working on this with stakeholders. |
| AP-007 | Add solicitor response time to next meeting’s agenda | 16/12/21 | VA, KM | On the agenda |
| AP-008 | Add the issue around CCTV to next meeting’s agenda | 16/12/21 | VA, KM | On the agenda |
| AP-017 | Invite Jana to the Feb meeting | 20/01/2022 | VA | done |
| AP-019 | JS to check if the former Persimmons sales office is bookable for residents | 17/02/2022 | JS | Not possible as the office is used and there are things around. |
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