**MEETING MINUTES**

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| Estate | St Andrew’s Park |
| Association | SAPRA |
| Date | 22/11/2023 7pm |
| Location | Via Teams |
| Attendees | *Residents*: Susan Hampshire (SH), Chandike Mallawaorachihi (CM), Matthew Nelson (MN), Sonia Dhir (SD), Goretti Thomas (GT), Becky Herd (BH), Arif Jaffer (AJ), Alan Molloy (AM) |
| Apologies | Vanya Allen (VA), Adam Bennett (AB), Sam Jeffs (SJ), Kat McKay (KM)  Michael Knap (Dice 7 rep), Jeremy Forrester (JF), Seema Ansari (SA), Abs Gupta (AG) |

**Minutes**

| **Item** | **Subject & Notes** |
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|  | **New committee member -** |
|  | Update from Becky |
|  | Lighting – Mark will survey and audit all lights that needed to be finished this week |
|  | Gardeners – Rootshoots to pick up extra areas that were not managed |
|  | Dog waste bins- are added to two areas identified has needed due to buildup of poo bags |
|  | Mark on site – Mondays and Thursdays |
|  | Billing breakdown –  grounds maintenance  Planting – 3 k  Tree maintenance- 10k  Pest control 4.5k – overestimate  General Maintenance -  Gate (barrier) – only for the specific houses not all phases  Pump service- their sewage maintenance site will continue to be monitored as over flows during heavy rain  Waste manage- public bins  Electrical – Street light survey and repairs to be made in next 2 months  Roadway- adoption to take place once sidewalk repairs completed  Snow – grit done when temperatures drop below 0\*C  Play area- no updates only general maintenance to be had |
|  | Roadways in phase 3c to be fully re- surfaced once agreement with Persimmon homes can be made.  Partridge pavement that is sinking to be fixed will need to be assessed and reviewed why it keeps breaking then repaired. |
|  | BH is going on Maternity cover leave Dec 22nd and the following will replace her  Charlott Cooper – in mid Jan  Magda – regional manager – Interim over holiday period |
|  | **AOB** |
|  | Parking- phase 6 parking still visible and working effectively to help residents, more action with the council and school to be had in the new year.    Phase 3c parking control to be increased – potentially after school times and weekends |
|  | Roadway – Brand Avenue not being managed -first port to take over phase 2A gardening areas that have been missed the last 6 months |
|  | No decorations for winter to put up by management company |
|  | St Modwen and Encore will not be writing a letter against Hillingdon house license application |
|  | No Meeting In December due to holidays. |