**MEETING MINUTES**

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| Estate | St Andrew’s Park |
| Association | SAPRA |
| Date | 2/3/2023: 7pm |
| Location | Via Teams & Marketing suit |
| Attendees | *Residents*: Susan Hampshire (SH), Chandike Mallawaorachihi (CM), Matthew Nelson (MN, Sonia Dhir (SD), Peter James (VSM), Jeremy Forrester (JF), Goretti Thomas (GT), Becky Hall *(Encore*) |
| Apologies | Vanya Allen (VA), Adam Bennett (AB), Sam Jeffs (SJ),  Arif Jaffer (AJ)), Kat McKay (KM), Abs Gupta (AG), Seema Ansari (SA), Michael Knap (Dice 7 rep), |

**Minutes**

| **Item** | **Subject & Notes** |
| --- | --- |
|  | **New deputy chair election** |
|  | No name has been submitted. Position is staying open. |
|  | **St Modwen Update from Peter** |
|  | Town center west 2025, restaurants, café, gym, etc.. no theater no offices, no hotel.  TP1 audits for Phases 6 & 4 are done and awaiting Persimmon homes to provide the info for the rest.  The following buildings to begin in 2025 for unknown completion |
|  | **Lighting** |
|  | Survey of all lights still needs to be completed. |
|  | **Rubbish bin** |
|  | Churchill road, by Lacey grove needs more attention to stop residents dumping rubbish |
|  | **New gardeners** |
|  | New gardeners are in, and new updating forms will be shared with Susan and kat |
|  | **Parking control** |
|  | Phase 6 needs school hr service.  New company will investigate doing a phased approach but might be simpler and better to do 24 hr everywhere |
|  | **Budget** |
|  | They are trying to get sorted out with TP1 audit. And reduce double billing between FirstPort and Encore |
|  | **Barrier area still flooding** |
|  | Storm drains overflowing and now potential fresh water still need more testing.  Sonders rd. has another water pressure problem |
|  | **Mark** |
|  | No phone response, poor communication reported by residents |
|  | **Pests control** |
|  | Phase 6 and phase 3C pest control and potentially an entire estate pest check |
|  | **AOB** |
|  | **Nhbc, lhbc, building insurance for pest** |
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Next SAPRA meeting Thursday 20th April 2023

**Outstanding actions**

|  |  |  |  |  |  |
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| **Ref** | **Action** | **Date raised** | **Owner** | **Notes/Updates** | **Status** |
| AP-010 | Jodie to escalate the length of solicitor's response time and report back on reasons why the delay | 20/01/2022 | JL | new managing company, ask WM next month | open |
| AP-011 | Jana to email Catalyst to clarify the situation around CCTV | 20/01/2022 | JS | GF to pursue it with PinnPoint, raise it with Encore as well | open |
| AP-015 | Jana or Jodie to confirm if TP1 for Nicholson Walk allows HMO | 20/01/2022 | JS, JL | pass on to Peter | open |
| AP-024 | Where should the notice board go | 26/05/2022 | SAPRA | ask Adam about council land - on hold for a year: agreed at the Aug 2022 meeting | on hold |
| AP-030 | Pest control | 18/08/2022 | DP | Review existing contract | open |
| AP-031 | CCTV | 21/07/2022 | DP | Get in touch with the company installed the CCTV | open |
| AP-032 | Car charging point | 21/07/2022 | DP | Full charger audit | open |
| AP-035 | Contractor schedule to be shared with SAPRA. | 18/08/2022 | DP |  | open |
| AP-037 | Matt to talk to Peter James if Nicholson walk is the remit of Encore | 17/11/2022 | MN | St modwen is still looking into it 2/3/23 | open |
| AP-038 | Kat to check the policy on emptying wheelie bins | 17/11/2022 | KM |  | open |
| AP-039 | Ask the handyman to remove old fencing stuck in the shrub on P3c by Hillingdon Road | 17/11/2022 | DP |  | open |
| AP-040 | Damian to send the gardener's schedule | 17/11/2022 | DP |  | open |
| AP-041 | Further works to be added to the contractor's list: box on Masterman Place and replacing road sign for Overload Close. | 17/11/2022 | DP |  | open |
| AP-042 | Get barrier cards back from Mainstay | 17/11/2022 | DP |  | open |
| AP-043 | Check if there is credit left from the work raised by Mainstay with RentaKill | 17/11/2023 | DP |  | open |