

Copley Close Hanwell W7 Regeneration Steering Group Meeting

Zoom Meeting – Zoom ID: 6204091157

9 April 2024 – 6pm to 7pm Minutes

Attendees			
MS	RSG Chair - Chaired meeting		
JS	RSG Member		
JM	RSG Member		
JW	RSG Member		
AP	RSG Member		
NS	RSG Member		
BS	RSG Member		
SW	RSG Member		
ME	1st time attendee		
YH	1st time attendee		
AH	2nd time attendee		
SP	LBE– Regeneration Manager		
MT	LBE – Copley Regeneration Project		
	Manager Ph3 & Ph5		
RK	LBE – Copley Regeneration Project		
	Coordinator		
AD	LBE – Copley Regeneration Project		
	Officer		
JE	PPCR		
CM	PPCR (minutes)		
Apologies			
ME	RSG Member		

ALL COPLEY MEETING MINUTES ARE POSTED ON THE PPCR COPLEY WEBSITE – Scan QR Code:



NO.	AGENDA ITEM	ACTION
1.0	Introductions & Apologies	
1.1	Apologies as noted above.	
2.0	Declarations of Interest	

2.1	No declarations of interest.		
3.0	Code of Conduct & Terms of Reference		
3.1	Meeting Code of Conduct is in operation.		
3.2	Please note copies of CoC and ToRs are available at every meeting. Please ask PPCR if you would like paper or e-mailed copies.		
4.0	Agree Minutes		
4.1	Minutes were agreed.		
	RSG minutes will be reviewed and signed off at Zoom meeting with MT/RK & CM on the following Tuesday a week after the RSG meetings at 3.30pm/4pm.		
5.0	Minutes and Matters Arising		
5.1	None		
6.0	Regeneration Programme update		
6.1	6.1 - Phase 3		
	Overview		
	Phase 3 involves the regeneration of the Warwick Court block		
	 18 existing units to be refurbished 3 new builds 		
6.1.2	6.1.2 Warwick Court		
	Warwick Court is nearing completion. Currently looking at items which needs to be resolved with the contractor as soon as possible. Ealing proved remaining issues are Equans responsibility. Equans progressed forward with undertaking the necessary repairs to drains, etc. Hoping to conclude last part of investigation sho before going forward to complete Equans contracted work by the end of April. Post-contract set of works: to undertake works within the undercroft, tarmacking creating parking bay lines, to convert part of the former staircase and turn it into		

caretaker welfare facility and storage. These works will progress without having any impact on the residents returning home. Once the work is completed with Equans and building control sign-off, Ealing will talk to residents about organising their returns home.

Resident question: Any estimate as when that will be?

The post contract needs to be formally tendered. Any estimated date would probably move.

There were no more resident questions

6. 2 - Phase 5 - D-G blocks

Overview

6.2

5 blocks make up Phase 5: Denbigh Court, Devon Court, Dorset Court, Glamorgan Court and Gloucester Court. - 100 units in total - 65 units are tenanted; 35 are leaseholders.

- Leasehold properties: minimal internal work will be carried out to.
- Social tenants: internal works will be included within the refurb.

Completing the final part of the design work, end of RIBA stage 4 development. Making sure all the services and the structures are coordinated and the Employer Requirement (ER) completed. The design documents will then be passed on to the new project team who will be taking on the project and responsibility for delivering Ph5.

Resident question: As the current project team is replaced by another team in order to take the project forwards, have the plans been changed? In practice the new team will do a review of the designs, there might be some changes following the review, if they are changes, residents will be consulted. The current project team will complete the designs package to enable to do the new project team to do a review and to decide how they will to take Ph5 forward and if they are changes residents will be consulted and residents will be kept undated.

Resident question: Will the review of the plans include looking at parking along the road.

MT and the existing team will wrap-up the existing designs. In practice any progressing within Ph5 will be paused until the new project team have reviewed those and determine whether they want to take them forward, this entitle a complete review of all the designs, that will be from the Highways to public areas at the back of the blocks and the interiors. The review will be holistic and all inclusive. They will make the decision on how to take Ph5 forward. If there are significant changes they will be consulted with residents and the Council will continue to keep the residents concerned updated.

Will residents' concerns about parking will be shared prior to their review?

It will be. The project team ability to impact parking on the highways is very limited. The project team wanted more parking available for residents. The Council is restricted through the Highways authority or planning permission. The parking concerns will be passed on but there is a limit to the expectations. The new project team could put pressure on the Highways and the Planning Department. The current project team tried their best to get more parking spaces. Ph5 is subject to Highways and the Council has to obey their rules.

6.3 - Phase 6

Overview

Phase 6 – 201 new build units, tenure breakdown as follows-

- Social London Affordable Rent (LAR) Houses 26/Apartments 59
- Shared ownership units for sale 33
- Intermediate Rent 35 (BL block)
- Private Sale House 1/Apartments 47
- New management hub, community centre, adult fitness trail, playground and local shop are also being delivered as part of the phase 6 works.

6.3.1 Commercial units have been handed back to Ealing, waiting for the go-ahead for occupation.

6.3.2 Management Hub - No opening date yet. Working on the infrastructure. Internet issues have to be resolved. Sign-off of a few items with the Ealing Health & Safety team. Hoping Hub will open soon.

6.3.3 Local Shop

All the legal paperwork is with Ravi and his solicitor. Once his solicitor finish the review Ravi can sign the Lease Agreement.

6.3.4 End of defect

The DLP inspection are starting on Honiton Court and the Bordars Road houses, residents should expect appointments in the next week or two. Hill will then book dates with each resident for Hill to complete any items that need snagging.

Ipswich Court resident question: We had the inspection already. It seems that residents are not getting their repairs fixed. Is there a timeline? Ealing are pushing Hill. Most of the items they can complete with their own in-house team have been completed. Some items of work need to be carried out by subcontractors, electrical and mechanical work. Hill seem to have issues getting the sub-contractors to return. Hill have issued them with letters if they don't return to undertake their contractual responsibility Ealing will seek to employ other contractors and the work will be taken out of their attention. Ealing is aware that they are a number of items across Sections 1 and 2 which is the wider area of Ph6 but still need to be closed down. Ealing have weekly meeting with Hill to try to get items closed out. With the arrival of Section 3 inspections there will be more subcontractors returning to site to complete what they need to undertake.

PPCR

Hill & Hill subcontract ors Honiton Court resident confirmed residents had their snagging appointment booked for this week.

Honiton Court resident question: Do residents need to take care of the common areas snagging inspection to make sure that it is done? There are weather damaged dead trees on the Central Square installation and at Honiton Court. Who is covering the wider-estate? Who is recording defects per buildings and landscaping?

The common parts are treated separately from the in-flat items. MT suggested that if residents are aware of issues in the common part to raise them during their inspection so the team can record them separately so when they do the common parts and the external areas that they are not missing anything.

Action: Residents - Please raise common parts and the external areas items that need attention with Jim Mallon <u>Jim@neunieassociates.co.uk</u> who is representing Ealing and the Potter Rapper Team who are doing these inspections.

Landscaping items – Ealing has identified that all the silver birch within the whole development had died, Ealing are holding Hill responsible to replace 21 trees. A sum has been agreed and Ealing are withholding it from their retention and will only get the money should they undertake these works. Otherwise Ealing will have a pay another contractor to replace the 21 trees. **Action: Hill**

Honiton Court resident question: Can the inspection focus on any signs of remaining damp or water damage from the various leaks on the entryway on the ground floor flats. Can this issue be escalated? There might be other building' rooms, hallways or other common areas that need to be looked at. Ground floor lobby, in the fire door entry area, and the ground floor flat, right before the entry door for single ground floor flat, the paint is staring to buckle. That area has mould and water damage from the past two plumbing issues and there also a little bit in the bathroom. It can be on the other side of the wall as well or elsewhere in the common area. **Action: Hill**

Loddon Court resident question re On-going issue with automated door. Someone must have triggered an emergency button, the door was wide open, the issue has been reported, Cllr RB called the Hub and someone was sent out to fix it. The door is ringing since early morning, it does function but the noise is still there.

The internal door from the lobby to the left, this door has been broken for months now, it doesn't lock. Last week resident had to call someone in an emergency. The magnet mechanism at the top of the door was broken before. The person who fixed it they move the door frame unto the wall. The walls are plasterboards, the sheer weight of the mechanism combined with the strength it needs to open and close the door automatically, the mechanism is moving and the holes are becoming larger in the wall. Someone was doing some work to it today and resident doesn't know to which extend it has been fixed. This has been an on-going issue for a long time. The residents are concerned about security. It open and close but it doesn't lock. The screws are loose in the wall. **Action: MT** to make a note and to pass on defect to Hill and find out why they moved the closer without discussing it with Ealing. It is not a permanent repair.

Loddon Court resident question re accessible entry and exit - Another on-going issue. Not all the keys work in the same way. Neighbour keys don't open the

Resident

Hill

Hill

MT/Hill

accessible entry via the accessible button. Neighbour lives in a wheelchair disabled accessible flat. **Action: MT** to investigate

MT

Matlock Court's house resident question: On-going issue reported at last RSG meeting. Leaky section of living room wall. No one came to inspect this defect. At the back into the garden all the houses have the same water mark coming down the wall. Someone said it is caused by the roof. Ealing are aware that a lot of houses are now suffering with water from the rain either coming down at the corner junction of the dormers at high level or at the back. Hills had had the roofers and the gutter contractors out. It is unfortunate that these items of works weren't done by the same company. Residents living in the houses confirmed that no one came to look at the guttering or the walls on the garden side, they might have had a look at the front but the issues are at the back. Hills looked at the Bordars Road properties the issue was raised recently. MT had flagged the issue to Hill and they were supposed to be investigated. The other houses had had the issue for a while but resident confirmed that the water mark issue at the back of her house was recent. The moisture is building up on the outside brick work. MT will treat issue as a blanket Ph6 wide item where the roofs are showing signs water penetration from whatever mean it is. Action: MT to investigate chase Hill for their roofer report to identify the cause.

MT/Hill

Ipswich Court resident question: Who is responsible for signing-off individual defects in the flats. Issues with no show/no call when we were doing the original appointment. Potter Rapper did not call residents to ask them to re-arrange appointments. If no one turns up to fix the defects who will know they haven't been fixed? Resident is concerned that the defects will be signed off by someone even though they haven't been fixed and then residents won't have any recourse for it. There is a tracker document which records what appointments were carried out, whether the work has been closed out by Hill and evidence provided by Hill. It seats with the Clerk of Work inspection to determine whether it could be something that could be signed by photographic evidence e.g. staining to a wall, it might have to be decorated and to provide photographic evidence. If there is something more significant, they may need to come and do a re-inspection. If a property has more than 5 snag items they are required to come and do a re-inspection as well. There is a sign-off form with are 3 boxes, one for the resident signature, the contractor signature and Ealing signature. The contractor will provide a copy of the form to the resident to keep confirming the work has been completed. If the resident has not signed the form Ealing will assume that the work hasn't been completed and will put pressure on Hill to have the work completed before the form is signed off by the council. The Clerk of Work, from the existing team, has provided signed copies where he had signed for the work to confirm the work has been complete ready for Jim Mallon, Ealing representative, to sign. MT confirmed it is a 3 parties-agreement, the contractor, Potter Rapper and the Council. Ealing are there to protect the residents interest, Potter rapper has the contractual responsibility of signing off the units to say they have been complete.

MT asked residents if they have specific items that haven't been completed residents can raise the issue either at RSG meeting or on WhatsApp group with PPCR. **Action: Ph6 Residents/PPCR**

Ph6 resident s/PPCR The Ipswich Court resident is concerned there might be an issue as some residents had a few no show/no call. If there was a no show /no call they would have maybe signed it off. How do you know the inspection has happened and Potter Rapper hasn't signed off resident' flats because the contractor who was supposed to close the job did not attend the appointments?

MT explained there is an appointment schedule shared between all 3 parties, we can see someone has booked an appointment that would have the follow-on question of whether someone had attended because the property is considered to be still open not technically closed.

The resident reiterated that some residents might not be as persistent as others and they might be still be waiting for the contractor to re-contact them to re-arrange appointments.

MT explained, residents were sent out 3 letters, if Potter Rapper has contacted a resident via a letter to book an appointment, and the resident has not responded to any of these 3 letters or Potter Rapper haven't got evidence that there is an appointment booked; resident will get a follow-on letter from Ealing stating if we don't hear from you the property will be considered as having no defects and anything that comes afterwards have to be reported to the Council via the repairs team or it will become the leaseholder responsibility.

When the Ipswich resident had the inspection done, no one asked her to sign a form to say they attended. MT confirmed that resident don't need to sign a form to say they attended the appointment. If resident property is put onto the schedule for an inspection that automatically would suggest it has an issue item and needs to be formally closed out with the Clerk of Works looking at work required. If Hill don't have an appointment to visit they should be querying why - because the property is considered to be open and has defects because resident responded to the letter.

If it happens to this resident to how many other residents it has happened too. Resident wants to check that Hill attended all the Ipswich Court appointments. MT confirmed that Ealing is not signing-off anything as a section until all of the flats have been completed. RK can look into the matter as she sent out the notification letters to residents to query why they haven't responded to Potter Rapper. The name of Potter Rapper may not be familiar to every resident they might disregards the letters as circulars. When a letter from Ealing comes through we should hear back. Potter Rapper contact details are on the Council letter too. The resident highlighted that the number on the letter is a wrong number and she had to call another number to speak to Potter Rapper. Resident think that might be the reason why RK hasn't had any feedback from residents. The project team have a total number of flat inspected that can be cross-referenced between the number of units within that block that will identify how many flats have been closed without having an inspection. **Action: MT** to investigate the issue.

MT

6.4 - Phase 7 - SP Update

337 units in total -

- 277 social rental units refurbished
- 3 social rental newbuild units
- 3 newbuild shared ownership units for sale
- 54 privately owned existing units these units will benefit from works to communal areas and some service provision, but internals will not be refurbished.

No further update since update given 12/03.

Ealing's Asset Management team are looking to identify any works that will be required to be undertaken to ensure homes in this phase remain safe and habitable whilst awaiting further news on the future of Phase 7 development. There will be some delays whilst the Council determines the future of Phase 7. As a result, the work is expected to be pushed back. The Project Team will work with the Asset & Investment Team to ensure that any works required to maintain Phase 7 are identified in a sustainability report currently being drafted.

6.5 - Undercroft work update

140 parking spaces in total -

- Parking Services
- To re-open safely 50% of the undercroft parking spaces, 140 parking spaces in total which were identified as good value for money.
- Parking spaces will be hand-over in sections over a period of 12 months.
- Once each of the undercrofts are completed, LB Ealing housing management team and landlord services will administrate the undercroft parking contract.

Looking forward to get undercroft car parking scheme on board. A review meeting taking place at the end of April to go through all the plans and specifications before tendering for the work, for the work to commence on site as soon as possible to open the spaces and bring back parking back onto to Copley.

Update given 12/03.

Monmouth Court's undercroft parking to SPS (the councils' parking provider) to manage and rent the undercroft parking spaces. The only parking spaces currently are at the Monmouth Court undercroft parking. Due to an issue with the gate, renting is on hold until the gate is fixed. LBE's building safety team are currently working on this issue and once the repair is completed, the Hub intend to sign the agreement with SPS. SPS will then advertise how they will be renting the spaces to the residents. Action: LBE's building safety team to procure new gate lock

Hub issue

Highways Safety Improvements – SP update

Resident question – Has the project team liaised with Highways to ask to hold the yellow lines until the undercroft parking is completed?

SP met with Highways who are managing the yellow lines, Highways cannot wait until the undercroft is done. It is a Highway's safety precaution, they need to proceed. They send a letter (outlying Highways plans & a map re plan in association with parking and traffic management) to all residents on Copley Close re the yellow lines staring at the end of April. Resident highlighted the letter was dated 8th March but was received 26 March and some residents did not get the letter.

Highways will proceed with the yellow lines the entire length of the boxed tunnel structure and it seat below the highway.

Residents who require further information or have any concerns should contact highwayservices@ealing.gov.uk

Oxford Court parking bay allocation

A resident question re 7 bays between Oxford Court and Matlock Court permit holders only for Ealing Council staff.

SP explained the 7 bays are for Ealing Council's Responsive services which are based in the commercial units on Ph6. The Responsive Teams have identified the bays they require for staff vehicles and did so in consultation with the Highways team. It was a public consultation.

Resident Question: Could the residents use the parking bays in the evening/weekend – outside of working hours? None of the bays are currently used. Do they need 7 bays when there is a parking shortage on Copley Close?

The Responsive services are operating 24/7, 365 days a year. It might not be obvious to residents that the Responsive services are in situ and there are using the parking bays. The Councillors and the Project Team raised the issue because residents thought the bays were for the Management Hub and/or the Project Team. The Responsive services confirmed that they are actively using the 7 bays. They may appear to be empty but they are responding to emergency calls.

Electric Charging Points

Resident remarked that out of the 7 bays 3 have electric charging points. There are electric charging points on Bordars Road and one in the middle of the estate. The electric charging points are not visible on any of the Apps. If the 3 points are permitted can the Council move the electric points somewhere else? SP confirmed that these issues were raised by the Councillors and by the Project Team at a recent meeting with Highways and Parking Services. Some of the fleet of the Response Services have just turned to electric. They are going through a process of turning their responsive vehicles in line to TFL and wider- Mayor of London plans turning them into eco-friendly fleet. This is the reason why the 3 permitted electrical charging points are permitted. The Project Team had a walkabout with Highways and are not satisfied that the residents charging electrical points are being actively used and are monitored the way they should.

Action: Highways to make sure the that all the electric charging points go onto all the Apps. **SP**: to keep residents informed and have an update by the next RSG meeting.

Highway s/SP

How many electric points are available to residents?

There are 9 in total available for public use: 6 on Bordars Road, 1 on the main Copley Close Road, 2 within the Mews Road between Ipswich and Honiton. There are 2 pole points on Bordars Road but there are dual points. 2 are covered up so they are not in use. SP confirmed that the 2 covered poles issue was addressed by SP and Highways during the walkabout inspection. **Action: Highways**

Highway s

Some residents leave their car all night to be re-charged. No one else can use the charger. SP confirmed that this issue has been raised. This issue is with Parking to enforce. **Action: Parking Services**

Parking Services

There are lots of correspondence going to Parking at present. We need to increase enforcement of illegal parking. Parking are getting lots of correspondence from residents asking to stop enforcing as they have nowhere to park. This in part might be causing some of the inconstant enforcement issues which were raised with Highways. Consistent enforcement will be starting along with the yellow lines.

BS confirmed that the charging points on Bordars Road are slow charging, depending how much needs re-charging, if you want to fully charge a car it can take 14 hours. This can explain why the cars are left overnight to recharge. It is a slow charging point. In contrast, if you use a service station with fast charging points it might take 1 hour to fully charge.

Resident question – With the yellow lines coming on, are there any plans to accelerate the renovation of undercroft parking, if not where do you expect 40 cars parked on the side of the road to go?

SP confirmed that the undercroft renovation will be done as quickly as possible but the project team are unable to carry out the scheme any faster than they do. Plans are subject to Cabinet approval, once the scheme have the approval, the Project Team will be able to give resident a more definitive timeline. It is management by the local Highways. The Council is not putting the yellow lines down it is Highways. Yellow lines are on one side of the road, it is not because the cars are parked on this side of the road it is because they are parked on the footpath which is illegal parking. Those aren't existing parking bays. The local parking team are inundated with complaints. There is a sheltered scheme on Copley who consistently are having to go onto the road with their wheelchairs or mobility scooters because people are parking on the footpath. There is a need to strike a very careful balance between these things. Once the scheme got cabinet approval the residents will be updated and given a timeline.

Resident question – In the meantime, what can the council do for the residents? Can the council give residents parking permits around the area? This is not something that the Council can do. Parking permits are Highways and the surrounding roads are also Highways. Parking permits are delivered by Parking Services which is run by Highways. highwayservices@ealing.gov.uk
Councillors have been in contact with Parking services, SP will follow-up issue with Parking manager residents have contacted us in response to the latest Council letter re parking enforcement and yellow lines. Highways' answer will probably be that they cannot supply Copley residents with 40 parking permits. SP think that there is an assumption that all 40 cars belong to Copley Close residents. Highways did a survey recently and they suspect that a large proportion of the cars parked in that area are commuter' cars (Castle Bar Park train station) and not resident

		,			
	vehicles. Action: SP to follow-up with parking services re alternative parking	SP/Parki			
	permits in the surrounding streets. SP to keep residents on the outcome.	ng			
	Resident reiterated that residents need somewhere to park. There are older	services			
	residents, disabled residents who need to park close to their flats and they have to				
	park a good 10/15 minutes walks away.				
	If residents have mobility issues who might qualify for a Blue badge. Local				
	councillor is looking into the issue and attending multiple meetings with Highways,				
	Parking Services and Council Teams to see what they can do increase the number of disabled bays. SP attended some of these meetings. In the background, council,				
	Highways and Parking Services are trying to find solutions to disabled parking, they	0.0			
	are actively looking if they can increase the numbers of disabled bays. Action: SP	SP			
	to keep residents updated.				
	Posident question to Highways public consultation. How many residents responded				
	Resident question re Highways public consultation. How many residents responded to the consultation? Can I make a Freedom of Information Request (FOI).				
	The consultation was 2 years ago, around 30 residents – a reasonable number of				
	engagement were received. After the consultation Parking Services put together				
	FOI packs which they issued to every FOI request to demonstrate how the				
	consultation was done.				
	Resident question re arranging a resident meeting with all the relevant parties about				
	parking on Copley Close. MS confirmed that Cllr RB is planning a public meeting as				
	she is heading the parking issue. NS will contact RB to follow-up issue. Action: Cllr	CIIr RB			
	RB.				
7.0	RSG Action Plan	Actions			
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	JS commented that the scaffolding was put in the wrong place/wrong side and stated that Gloucester Court's roof keeps on leaking because it was put in the wrong place/side. Pigeon Issue – raised at 12 March meeting Loddon Court resident reported pigeons are nesting in the balconies. It was reported over a year ago to the Hub. Relevant team was going to be in touch but no one came to assess the situation. Pigeon made their home on the balconies and residents can't use balconies. Pigeons caused thousand pounds worth of damage. It is a constant issue. MT advised pigeon issue is a Housing Management issue. SP					
	asked DDCD to report the issue to GH to get responses on the pigeon issue					
	NS wanted an update. SP confirms this a RA meeting issue, Estate Services issue. Action: Estate Services					
9.0	DATE OF THE NEXT MEETI	NG (ALL)				
9.1	Next meetings:					
	RSG Meeting – 14 May 2024, venue to be decided (Zoom or Community Centre)					
9.2	RA Meeting – 30 April 2024 at 6pm, on Zoom ID: 6204091157					
	202	4 dates – For your di	ary			
	2nd Tuesday of the	3rd Tuesday of the	Last Tuesday of the			
	month RSG	month PPCR Drop-in	month RA			
	KSG	16 April 2024	30 April 2024			
	14 May 2024	21 May 2024	28 May 2024			
	11 June 2024	18 June 2024	25 June 2024			
	9 July 2024	16 July 2024	30 July 2024			
	13 August 2024	20 August 2024	27 August 2024			
	10 September 2024	17 September 2024	24 September 2024			
	8 October 2024	15 October 2024	29 October 2024			
	12 November 2024	19 November 2024	26 November 2024			
	10 December 2024	17 December 2024				