

**Minutes of the Acton Gardens Community Board Meeting  
23 September 2013  
Berrymede Junior School**

**Board members - present**

**Resident Board members**

Janet Coker (JC) – Chair & S. Acton resident  
Cathyann Thomas (CT) – Vice Chair & S. Acton resident (in the chair)  
Fathi Messaoudi (FM) – S. Acton resident  
David McKay (DMK) – S. Acton resident  
Marta Nunes (MN) – S. Acton resident  
Margaret Brown (MB) – S. Acton resident  
Helen Julien (HJ) S. Acton resident  
Massoudi Aden (MA)- S Acton resident  
Luke Battle (LB)- S Acton resident  
Robert Little (RL) – S. Acton resident

**Co-optees**

Matt Freidson- Acton Community Forum  
Rev. Brandy Pearson (Rev BP)

**Ward members**

Cllr Mik Sabiers (MS)  
Cllr John Gallagher (JG)

**Acton Gardens** Jeremy Hutchings (JH)– L&Q  
Paul Sweeney – (PS)- Countryside

**LB Ealing**

David Colley (DC)–LB Ealing

**Board members - apologies**

Dave Baptiste (DB) – LB Ealing  
Steve Flynn (SF) – Acton Community Forum  
Cllr Yvonne Johnson (YJ)  
Jon Skoyles (JS)- S Acton resident  
Lubna Khan (LK)- Berrymede Junior School

**Attendants – present**

Jehan Weerasinghe (JW) – L&Q  
Evonne Clarke (EC) – L&Q  
Mark Ludlow (ML) – Countryside  
Maureen Anderson (MA) – Catalyst  
Steve Bower (SB)- Catalyst  
Keith Mann (KM) – PEP  
Glenn Miller (GM)- S Acton resident  
Hourrya Britton-Finnie (HBF) – L&Q  
Matt Freidson (MF) – Acton Community Forum

**Attendants - apologies**

Adam Simpson (AS) – AG & L&Q  
Leon Joseph (LJ) – LB Ealing  
Renee Peters- Findley- LB Ealing  
Valerie Bruce (VB) – L&Q  
Joanna Nice (JN)- L&Q  
Aisling Mylrea (AM)- L&Q  
Martin Crank (MC) – LB Ealing Housing Mngt  
John Grisley (JGr) – Catalyst

		Act.
<b>1</b>	<b>Introductions and apologies</b>	
<b>2</b>	<b>Minutes of the Last Meeting</b>	
2.1	Agreed & approved.	
<b>3</b>	<b>Matters Arising</b>	
3.1	KM pointed out that the copy of the Community Board Constitution circulated at the previous meeting did not reflect the amendments that had previously been agreed by the Board. JW apologised for the error and promised to send the revised version to all members.	

3.2	DC asked about the format of the AGM & JW said that it has not been considered yet. DC suggested detailing what has been achieved in terms of the build and what is coming up.	
<b>4</b>	<b>Community Chest projects</b>	
4.1	<p>Project 1: "Courses for Disadvantaged Women": Application made by SASAC for £3,439.00 being part funded to provide a range of courses over the next year, in order to educate and empower women to enable them to improve their own circumstances and develop new skills.</p> <p>The Board unanimously approved this project especially as it was open to all women in South Acton and was good value for money for what it was delivering.</p>	
4.2	<p>Project 2:"Positive Grooves": This project was deferred from the previous meeting subject to the outcome of the South Acton Ward Forum and the provision of further clarification.</p> <p>JH felt that there were too many similar projects providing this training and more robust evidence should be given in support of the effectiveness of this project.</p> <p>The application was rejected and the Board asked that they re-apply after decision on match-funding.</p>	
<b>5</b>	<b>Regeneration update from LB Ealing and Acton Gardens</b>	
5.1	DC introduced the update for LBE and said that things are as detailed in the report submitted to the Board members. He added that when Caine House is demolished the site will be converted to a temporary open space and that Phase 4 (Chesterton & Graeme) should be empty by the end of the year. Direct offers are being made to the few remaining tenants at Phase 4. Due to the number of remaining secure tenants at Phase 5, vacant possession of this phase is unlikely to be achieved by the end of the year as planned. After Phase 4 has been vacated, the regeneration team will work with individual households to assist them to move to alternative homes as quickly as possible. Tenants in Phase 5 will not be subject to legal action as long as they are bidding appropriately and do not turn down suitable properties. An update letter for secure tenants is being drafted and will be delivered shortly.	
5.2	KM reported that he had been receiving calls and meeting worried residents who are not able to bid for properties as there is a very limited number available and competition is fierce. He wondered if vacant possession can be achieved within the timescale of December 2013. He said households are getting stressed out and that there was a need to revisit the strategy or move towards direct offers.	
5.3	DC explained that two issues had contributed to this situation, namely: the number of people on Band A and the limited supply of properties. He would rather not formally move the December 2013 date for Phase 5.	
5.4	JW suggested a discussion on this matter be held outside of the meeting.	

5.5	<p>ML gave the following update, on behalf of Acton Gardens :</p> <p><b><u>Phase 1:</u></b></p> <ul style="list-style-type: none"> <li>• Anticipating all apartment purchase transactions to be completed by the end of September.</li> <li>• Palmerston Road houses are expected to be handed over by the end of September 2013.</li> <li>• All Saints Road houses still awaiting water connection and this matter is currently being resolved by Thames Water.</li> <li>• Replacement planting is completed, however, will wait a bit longer and assess if more is needed in case some plants do not recover.</li> <li>• Bin stores: rubbish odour has been investigated and additional ventilation is planned to resolve the problem. The specifications are to also build in possibility of adding mechanical ventilation at a later date should the suggested solution fail.</li> <li>• The irrigation system is working and the communal lawn is coming back.</li> <li>• Lift issue at Beeching has been rectified but there is an on-going action to get to the bottom of the problem.</li> </ul> <p><b><u>Phase 2</u></b></p> <ul style="list-style-type: none"> <li>• Contractors' compound is established but there are currently no lights on the hoarding. These will be installed when a mains power supply has been provided by the electricity supplier.</li> <li>• Land transfer is taking place shortly and it will take 22 months for completion. Expected in 2015.</li> </ul> <p><b><u>Phase 3</u></b></p> <ul style="list-style-type: none"> <li>• Final Exhibition took place on 29 August 2013, good feedback was received.</li> <li>• Application submitted and anticipated to be considered on 18 December 2013 and hopefully start on- site summer/ autumn 2014.</li> <li>• Caine House will be turned into a temporary park when works start on building Phase 3.</li> </ul> <p><b><u>Phase 4</u></b></p>	
5.6	<p>That is a fairly small scheme so do not anticipate many issues. Acton Gardens will then start looking at <b>Phase 5</b> and how to incorporate the decant from Phase 7.</p>	
5.7	<p>JG raised the matter of the retail units and their location. He said that at the Exhibition some residents expressed concerns and wondered if what is being supplied meets the needs and requirements of the community. They would like to see businesses such as a newsagent or post office rather than having empty offices. ML reassured him that it wasn't offices but that the commercial use would be determined by businesses registering their interest.</p>	
5.8	<p>JG brought up the issue of the football team and what would happen when the school loses the space. He suggested that maybe they could apply for funding from the Community Chest which would help them to move to</p>	

	another local site such as that of Liverpool & Victoria.	
5.9	JC said that the football team have been previously funded twice by Acton Gardens but that there were anomalies about receipts. CT raised the matter of the limited resident choices in the build for example the kitchen/diner flooring choices. She asked for more clarity about what is offered as well as clear floor plans to avoid misleading conclusions as was the case in the downstairs wet-rooms of the houses.	
5.10	LB stated that it was bizarre that a 4 bedroom house should only have one shower room. He also stressed the importance of putting the hoarding lights up before the clocks change.	
5.11	MA enquired about the date for construction to start on Phase 2 & ML responded that it will require two weeks mobilisation period following the resolution of the procedural issues associated with the land transfer. Which would probably be first or second week of October.	
5.12	MA then asked about the pre-allocation process & DC said the process would be as previously carried out starting with the completion of a housing needs survey last year. Numbers so far indicate that there is enough availability not to cause too many issues. Most people who have indicated they wish to stay at South Acton should be able to do so.	
5.13	HT reported that the bin room door at Beeching is being kept open and that she had seen drug dealing activities and she does not feel secure... JC said she would bring this matter up at the next Safer Neighbourhood Meeting. JH assured her that the issue will be brought to the NSO's attention and would be dealt with as a Housing Management issue. DC reported that there is a covert police operation at the moment in connection with the drug dealing.	
5.14	HT enquired why the dishwasher space was not left open for the people who requested it.	
5.15	PS asked if residents were given the choice & ML confirmed that the fittings were provided and that the base unit could be removed to house the dishwasher without the need to have it integrated.	
5.16	JC said that that was not the case as informed by a previous on site supervisor. EC said she would go over to JC's flat to establish if the base unit can be removed without causing damage.	
5.17	LB said he would check previous minutes to determine if residents were given the choice to leave cupboard space open.	
5.18	MN asked if she could be given details of the service charge on the lift element at Beeching Court. JH said the service charge team are working it out.	
5.19	JC asked if consideration could be given for a retail unit in the hub that would sell sundry essential items.	
5.20	ML confirmed that the plans are for a retail unit in Phase 6 and suggests carrying out a retail study to establish what is appropriate and could co-exist with other local businesses.	

5.21	JC stated that she hopes residents are fully consulted on this issue. ML said that the consultation will apply both to the operators and to the residents.	
5.22	LB asked if Café unit can be used for retail & ML said that the space is big enough to possibly accommodate both.	
5.23	JW announced that Birgit Rothmund has appointed to the Senior Community Investment Manager post and that Joanna Nice will be covering the post until Birgit's maternity leave ends. He also invited everyone present to his leaving do on the 8 <sup>th</sup> October 2013.  The Councillors asked to be forwarded Jo's e-mail address. HBF promised she would.	
<b>6</b>	<b>Housing Services Update</b>  <b><u>LBE:</u></b>  6.1 DC advised at Jenny Mashayekh has now left the council.  <b><u>Catalyst:</u></b>  6.2 SB reported that due to the malfunction of the heating system the main contractors Willmott Dixon came on site with the sub-contractor and went through the whole installation. A new team identified all the problems between end of July and August and in September rectified all the items on the list except the issue of the noisy bearing which they are coming back to repair.  SB said that there was more work to be done and consultants are coming to look at the energy usage and where it is going. The work will take 2-3 months.  6.3 LB said the Catalyst residents had been waiting for 2 years for the problems to be resolved and had suffered 2 days without hot water. He said residents are not properly informed or updated and that they are looking at compensation, however, the landlord is not releasing that information either. MA said that although compensation will be awarded the amount cannot be determined yet. LB requested a meeting to discuss the matter.	
<b>7.0</b>	<b>ITA (PEP)Update</b>	
7.1	KM presented his report and gave a summary of activities and visits to residents as detailed in the report presented to the Board.	
7.2	KM said that he looked at the Board Training Programme and questioned if areas identified are still relevant. JW wondered if the Managing Community	

	<p>Facilities topic should still be pursued.</p> <p>KM suggested to run courses after the AGM and LB said that would be more appropriate as when the new Board members are elected they might have other preferences. Everyone agreed.</p> <p>JC asked for courses not to run on a Saturday.</p>	
7.3	<p>KM brought up the matter of the Board Awayday &amp; asked if the suggested dates were acceptable. There was a long debate about the timings, preferred season and short notice. It was agreed to defer the Awayday and provide other dates with enough forewarning.</p>	
7.4	<p>EC &amp; ML brought up the issue of funding for this event and clarified the need for Acton Gardens to meet procurement procedure. They would require a proposal with detailed costs identified before any funding is agreed or dates set.</p>	
7.5	<p>Discussion followed about the Community Hub. KM stated that although ACF manages the majority of community groups others need to be approached and establish whether they want to be part of the hub and if they wish to retain their own shop front.</p> <p>MF said SF will be looking at the Oak Tree Community Centre users and build up a Matrix followed by a written paper by SF &amp; L&amp;Q.</p> <p>DM expressed the view that it would be helpful if the hub incorporated a pharmacy for the use of older people.</p>	
<b>8.0</b>	<b>Update from Sub-group Meetings</b>	
8.1	No updates available.	
<b>9.0</b>	<b>AOB</b>	
9.1	<p>CT asked about the rough surface areas on All Saints Road and who was responsible to make good. ML assured her that Countryside would do this once the work to water connections is completed.</p>	
9.2	<p>CT also asked about the delay to the houses and when water connections were likely to be completed by Thames Water. ML said that he wasn't able to give a definitive date at this stage.</p>	
9.3	<p>RL raised the ownership of the land issue on behalf of SARAG. They wanted to know if the land is sold or leased to Acton Gardens. DC said it is sold freehold.</p>	
9.4	<p>GM asked about the AGM &amp; JW said that this year we are looking at other ways of publicising the event such as a poster campaign as well as sending out invite letters.</p>	
9.5	<p>GM asked about the voting system especially for people who cannot attend due to disability. LB said that disability should not be a problem as the Oak Tree Centre is accessible. GM enquired if absentee voting can take place before and after the AGM. JC said that the meeting is well publicised with</p>	

	times given and any South Acton resident who attends the AGM can vote.	
<b>10.0</b>	<b>Date and time of next meeting</b>	
10.1	AGM will be held on <b>Monday 19 November 2013 at 6 p.m.</b> at the Oak Tree Community Centre.	
10.2	The next meeting will be held on <b>Monday, 25 November 2013 at 6pm</b> at Berrymede Junior School.	