

KWVMCL S/C Meeting – Agenda

Meeting 05/07/2021

- **Introductions**

Since the previous zoom meeting there had been a letter issued by Preim to the KWV Development seeking new residents wishing to join the committee to contact Preim. This was the first meeting with the existing committee members and the new residents. Not all residents were present and at subsequent meetings there will be a register of those in attendance and those who could not make the meeting.

- **Brief overview of what Preim discussed at the last meeting**

Preim reviewed the purpose of the previous meeting and what had been discussed. The notes from that meeting are available for residents on the KWV Community Website.

<https://kilnwoodvalecommunity.co.uk/village-news/preim-update-steering-committee-meeting-march-2021/>

- **Role of committee – key timescales/Management Company events**

As per the last notes SN briefly outlined the purpose of the KWVMCL steering committee and the role that they will play moving forward with the KWVMCL.

SN confirmed that with the amount of assets that have been and will be handed over to the KWVMCL that he wanted to re-engage the KWVMCL steering committee to incorporate residents from some of the later built phases and to ensure there is resident input into the KWVMCL.

Some examples of what the committee will be a part of are as follows:

- *To review estate works provided by KWVMCL on handed over communal assets*
- *To liaise with Preim and play an active role in any handovers of communal assets (the current committee members are assisting Preim in future handovers for the KWVMCL)*
- *Identify and report to Preim Health & Safety issues on the estate*
- *Co-ordinating and collating the views of the Members of KWVMCL and other residents and reporting these to Preim as required. This can of course include Members views regarding the performance of Preim and the other KWVMCL Suppliers*
- *Convening of other Members / resident's meetings as required*
- *Being consulted on KWVMCL development matters by the developers*

SN also confirmed that the committee would be involved in key KWVMCL discussions that occur at set times throughout the year, these include:

- The setting of the annual estate service charge budget – Sept – Committee provide feedback and comment
- The annual service charge accounts – April – again committee to review with Preim
- The annual meeting – TBC – Committee will liaise with Preim on the agenda and possible discussion points

As and when contractors are either tendering for works or once their contract is due to be renewed the committee will also be sought for views on these items.

- **Communications and Committee Roles**

The committee and SN discussed possible forms of communications and how to store/share documents moving forward. There were a few options reviewed and it was agreed that Teams would be a good starting point as this can be linked to a OneDrive.

Action – SN to review with Preim’s IT administrator for a suitable option.

The committee are currently using FB teams as a method to communicate with one another.

SN confirmed that there is also a need for a KWVMCL Steering Committee Chairperson and a Secretary. It was agreed that a vote would occur at another meeting. Currently this meeting is scheduled for either the w/c 19th July or the w/c 26th July. From this point there will then be an official chair and secretary.

It was also mentioned that as part of the KWVMCL Constitution there is a role for each phase, once completed to have a resident be voted on at an annual meeting to be a resident director and to sit alongside the current KWVMCL Directors, Crest Nicholson South. One resident, Graham Lord, who is on Phase 1 put himself forward to be considered and Preim confirmed that this can be reviewed nearer the time an annual meeting has been scheduled as the role needs to be voted on at the meeting.

- **AOB**

Service Charge Accounts

The committee and SN discussed certain parts of the service charge accounts and SN confirmed that moving forward the committee would see the draft versions of the Budgets and the Accounts prior to them being issued, however due to time constraints on the 2020 Accounts the committee were not consulted.

The main discussion point regarding the accounts revolved around the role of the community mobiliser, the community website, and the associated costs. The committee questioned what community events had occurred during 2020 and what had occurred in 2021. SN confirmed that there were a few events in 2020, however due to Covid it had not been possible to do regular events and that in 2021 larger events will be pushed back until restrictions are loosened and the aim is to have several events through the tail end of 2021.

The committee asked why the role was not furloughed and SN confirmed that Preim did not feel the role should be furloughed as the role is more than just organising events, however he would refer it to his directors and confirm with the committee at the next meeting.

SN confirmed that the Community Mobiliser Role was initially in place at the request of Crest Nicholson Strategic as it was a good way to engage the community and the community website is also a tool that can be used as the KWV Community see's fit. SN did confirm that when the next budget review takes place that these can be discussed with the committee. SN will also provide a full breakdown of the costs between the Com Mobiliser and the website.

Land next to the school

- The committee had previously requested what was happening with the land next to the School. Crest Nicholson have confirmed that this land is part of a School planning extension, however there are not any dates as to when any planning could be submitted. Crest are now discussing with Preim to have this added to the regular development maintenance schedule. Preim are currently agreeing with Crest the frequency and the state of the land so the correct machinery can be used but this area will be cut in July.

Handovers

- Sn discussed with the committee where he currently was in terms of handover. This particularly revolved around Phase 2.2 and Phase 2B that are the two Taylor Wimpey phases as the handovers have been on-going a number of years.

SN confirmed that Preim, on behalf of the KWVMCL, would not accept handover of any area if there were obvious defects. Currently with the TW phases there are issues with the streetlights, areas of the road, landscaping, blocked surface water drains and issues within some of the blocks of flats. SN confirmed that his intention was to instruct a chartered civils surveyor to inspect the phase and to highlight any defects.

The above discussion raised queries from the committee as to whether there was any conflict of interest as the directors of the KWVMCL were a developer. Preim confirmed that on behalf of the KWVMCL it is Preim who conducts and agrees the handovers of what can be maintained via the service charge. On any Preim handovers the developers have not pushed back on defects highlighted and the Directors have not been involved in the handovers.

Committee Note - The committee wanted it noted that moving forward should there ever be anything more than minor defects apparent i.e. landscaping issues such as dead plants, failed grass etc. that an independent surveyor, as proposed above, is instructed by the KWVMCL to undertake an independent report to ensure the KWVMCL is not burdened by anything that is not fit for purpose.

Action plan review

- The action plan had been updated and was reviewed. Items from the minutes will be added and it will be issued to the committee and kept updated.

Play Equipment – Nets and Light Up Play Equipment

- The committee asked SN about the basketball nets at the KVV Play Area and whether anything can be done about them breaking as it looks untidy. SN confirmed that as part of the play area survey works these were replaced, however they do not appear sustainable. The committee asked whether Chain Nets could be installed, and SN has contacted his contractor to provide a cost.

The committee also asked about the electrical play equipment as it has not been working. SN has a lighting contractor attending site in July to review streetlights that are not working, and he will instruct the contractor to investigate the feeder pillar and the equipment to identify why it is not working.

Rookfield Road Streetlights moved

- The committee asked whether SN knew about the lantern heads being turned at KVV. He did not but has since asked Crest who confirmed that the light heads were turned to allow construction traffic down the haul road without damaging the lights.

Give Way points Across the development

- The committee asked SN to pass onto Crest the current issues with a lack of give way points across the development, especially on roads or junctions that require them. SN will refer this to the relevant parties within Crest.

Other Parties at Committee Meetings

- The committee asked if at future meetings depending on the nature of the agenda whether other parties can be in attendance, such as Savills on behalf of The Green, Crest, the Highways authority and possibly a link with Faygate Parish Council. One member of the committee confirmed that they review the PC minutes and attend occasional meetings so could be a link between both groups if required.

The next meeting is scheduled for either the w/c 19th July or w/c 26th July. This meeting will be around the roles and then the next full committee meeting will be early August 2021.

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