

Subject:	RIDGWAY: RMC Committee Meeting Minutes
Date / Venue:	Tuesday 21 January 2024 7.30pm, flat 7
Committee Members:	Attendees: Peter Rowell, Edward Fitzpatrick, Tracey Fletcher, Neil Datta, John Simister, Rob Lilley Apologies: David Robson

1	PREVIOUS MINUTES These had been previously agreed	Info
2	TREASURER'S REPORT £11,343.16 in Ridgway Bank Account Flat 4 has some outstanding monthly maintenance payments. Several flats are paying at last year's rate. Tracey to chase. John to write to Michael (flat 12) at his Shrewsbury address as still paying maintenance at an old rate. Tracey went through the latest management accounts. These accounts, produced in conjunction with Peter (maintenance manager) forecast that we will come in budget for 2025, unless of course, there are some unforeseen expenses.	Info TF JS Info
3	BLOCK REPORT Peter went through his Ridgway maintenance report. In case that residents need to evacuate the block in an emergency, an emergency evacuation plan along with a plan of the building will be in a fire-proof red box near the block front door. Peter to purchase red box and work in conjunction with John to construct the emergency plan. Tracey to research/define the legal requirements for a Fire Risk Assessment The two visitor bays next to the garage wall are permanently used by two tenants. When tenants vacate their flat, the committee will discuss future arrangements for these spaces. John to update the Ridgway Residents handbook and distribute it to committee members for review before sending it out to residents. Neil was asked to find out about the cost of just having only two charging points in the visitor bays and none in the garage. The net cost would only come down by £1k to £10.5k. All agreed this would not be worth doing and the project is currently under review. John to speak to council re having a charging point in the lamp post adjacent to the visitor bays. Next block window cleaning due June 2025.	PR/JS TF Info JS JS PR
4	GARDEN MANAGER'S REPORT Neil Data accepted the role as garden manager. Ed said he was happy to help out as and when required. There is a risk posed by the magnolia tree and the lime tree in the rear garden. To be checked/pruned in 2026 when the next tree pruning takes place.	Info Info

5	GARAGE MANAGER'S REPORT Slight leak in garage that may be due to faulty membrane or pointing in roof/garden tiles above. Maybe fix is to 'regROUT' with silicon gum. John to speak to Kevin about this and report back.	JS
6	FUTURE MAJOR WORKS None planned	Info
7	MANAGEMENT The intention is to write to all directors informing them of their responsibilities and potential risks and to non-directors to see if they have an interest in becoming a director. Rob to speak to David who has been running with this. The 2025 AGM is planned to take place in April or May of this year, dependent on completion of annual accounts by auditors.	RL TF

The meeting finished at 8.35pm

2025 Meetings (all Tuesdays): 22 April; 22 July; 21 October