

Subject:	RIDGWAY: RMC Committee Meeting	
Date / Venue:	Tuesday 26 June 2023, 7.00pm, Flat 17	
Committee Members	Attendees: Tracey Fletcher, Peter Rowell, John Simister, Rob Lilley, Edward Fitzpatrick, David Robson, Jonathan Campbell-James	
1	LAST MINUTES	
	These had been previously agreed	All
2	CASH AND BANK MATTERS	
	Treasurer's report: £29,192.00 in bank. No large invoices outstanding and no arrears.	TF
3	GENERAL	
3.0	Peter went through maintenance report.	
3.1	<u>Block</u> 1) Corridors redecorated and new carpet laid – awaiting completion of lighting by Andy Penty, due around 3 July (PR) 2) Key safe for lift keys installed, code 8789, plus key safe next to main 'key safe' (info) 3) Concern over quality re cleaning PVC frames etc. Abseiling is better but more expensive. Ask the new cleaning company for quote that's includes abseiling. Could do 'mix and match' with original company and new company. Next cleaning July (JS) 4) Downstairs communal lighting has to be switched on/off manually. John managing (JS) 5) Roof: solar paint and minor bubbles – work to be action this year (PR) 6) Some follow up lift work to be actioned: brackets to weight retainers and new LED lift shaft lighting (PR)	
3.2	<u>Garden & Garage</u> 7) 4 x rotten post to be replaced at front (JCJ) 8) Fence/gates on either side of block to be replaced. Mocha chosen as type (JCJ) 9) Garden compost to be taken offsite (JCJ) 10) John to double-check the Fire Risk Assessment renewal date (JS)	
3.3	<u>Project Management</u> Peter raised a point that his remuneration does not cover time/expenses covered for large projects such as the hall redecoration, carpeting etc. Maybe this should be 10% of the project cost? It was agreed that the committee would look into this. Would the total annual remuneration that is paid to committee members still fall within the agreed 15% of total annual service charge? Peter to document and submit time spend on the corridor refurbishment. <u>Windows Subcommittee</u> David fed back on the latest work he and the windows sub committee have been doing. There is a PDF document titled 'Windows Progress Report', date 19/6/2023 which has been distributed to all RMC committee members. The next windows subcommittee meeting is planned for in July/August 2023.	

The meeting was adjourned at 8.10pm
Next Meetings: Tuesday 3 October, Start time: 19:00