

## Victoria Flats Residents Association

### Minutes of Director's Meeting of 22<sup>nd</sup> October 2023

Present        Peter Smith (PS), Director and Chairman  
                  Roberta Brockman, Director and Treasurer  
                  Roger Gosney (RG), Director and Company Secretary  
                  Richard Brockman (RB), Director

Apologies     Mark Bauer, Director

| Item No. | Heading   | Summary of Discussion  | Action by |
|----------|---|--|-----------|
| 10/23    | Minutes of meeting of 20 <sup>th</sup> October 2022 | Confirmed as a true record   |           |
| 11/23    | Security  | Nothing of significance to report. Security continues to be monitored and batteries replaced in the front and back digital door locks as needed.   | RB        |
| 12/23    | Finances  | <p>Roberta advised that our current bank account stands at £16,130. She noted that the maintenance charge for two flats reported at the last meeting has still not been paid despite many reminders. A letter will be sent on this, and if the outstanding payments are still not made it will be referred to our solicitor for legal action.</p> <p>It was noted that the 10% increase in our maintenance charge, notified and agreed at the last AGM, comes into effect on the 15<sup>th</sup> November next month.</p> <p>Nevertheless our insurance cover is due in December and, based on last year, is expected to be in the range of £11,000. There will also be substantial costs next year in the masonry painting to the front of the building which is expected to be in the region of £20,000 including the scaffolding cost.</p> <p>Following discussion it was agreed that we should prepare for a one off top up to be raised at the start of next year's financial</p> | Roberta   |

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|       |  | year. This will be prepared for discussion and agreement at the AGM in November.  | RG    |
| 13/23 | Fire Safety Plan                           | There has been little further work since the last meeting in May. As noted then, the top flat floor doors have been completed and the next stage is to the flat doors on the ground and first floor flat doors. Martin Steeden, the joinery contractor, has been assigned to do this.   | PS/RB |
| 14/23 | Bin Store                                  | <p>Following Pier View's application for the extension of the bin store to accommodate the new containers to be introduced by DC, the proposal has been out for consultation which has resulted in several minor adjustments.</p> <p>Approval by Dorset Council is awaited following a final assessment on the 26<sup>th</sup> October.</p>   |       |
| 15/23 | Previously agreed and new maintenance work | <p>Installation of wooden screens to cover the new bins in the front of the building to be deferred until next Spring – cost sharing agreed with East Bar/G/White.</p> <p>Screening of the gas supply fittings and meter towards the west end of the building has been carried out.</p> <p>Repainting of the whole of the front of the building is now scheduled for next Spring /Summer.</p> |       |
| 16/23 | AOB  | <p>Flat 18 has notified that there is still water penetrating her ceiling despite the sealing of the suspect roof tiles.</p> <p>This will be looked at again.</p>   | RB    |
| 17/23 | Next Meeting - AGM                         | The AGM will be held at 11.30 on Sunday the 26 <sup>th</sup> of November at the same place on the Pier as last year. An agenda will follow.   | RG    |