

CHISWICK VILLAGE RESIDENTS LIMITED

BOARD OF DIRECTORS

MANAGEMENT MEETING

To be held at the offices of Michael Richards & Co on
Thursday 6th October 2011

Please note starting time of 7.00pm

AGENDA

ITEM 1 - INTRODUCTION & APOLOGIES

ITEM 2 - MINUTES OF THE LAST MEETING - Thursday 28th July 2011 (All)

ITEM 3 - MATTERS ARISING

Grass Issues	Noise disturbances
Removal times for rubbish sacks	Electronic Service Charge Demands
Recycling & Rubbish Areas & LB Hounslow collections	Estate Manager's Flat Mailbox
Response to allegations of abuse between residents	Replacement window guidance

ITEM 4 – EMPLOYEES - Update and issues (AG)

ITEM 5 – FINANCIAL POSITION

- Bank Balance (CC) – Current situation for bank and Capital Project balances.
- Debtors and Legal Situation (CC) – To include breakdown by flat of debtors
- Quarterly Statements and analysis (CC)
- AGM review (MW)

ITEM 6 - CAPITAL PROJECTS PLAN

- Heating & hot water work update * Boiler House Chimney (AG)
- Update on lifts refurbishment (AG)
- Front door renovations (AG)
- Major Garden Works inc. TFL funded bicycle facilities (AG & TD)

ITEM 7 - GENERAL SERVICES

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| - Plan of actions; Carpets, (AG) | - Pathway to Wellesley Road (AG) |
| - Newsletter (RD) | - Winter Preparations: Christmas Trees, Gritting (AG) |
| - Tree Sponsorship (AB) | -Energy Performance Certificate |
| - Web Site inc. agendas / minutes (MW) | |

ITEM 8 – RESIDENT ISSUES

- Cigarettes thrown from balconies
- Security & break –ins
- Tradesman button times & fly leafleting
- Neighbourhood watch Scheme

ITEM 8 - ANY OTHER BUSINESS

ITEM 9 – DATE OF NEXT MEETING