

# Juniper Minutes

## ARCHIVE

### 2015 > NOW

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## MINUTES

### Juniper Tenants & Residents Association • Meeting #81 • 7pm • 19/01/2026 • 30A Juniper House

present: Coralie Allison (Treasurer). Rob Kenyon (Secretary). Mark Millar  
Apologies. Clo Lappartiont. Jaki Wilford (Chair)

**1. Selection of Chair.** Mark elected Chair in the absence of Chair and Vice-Chair..

As a reconvened meeting, a quorum was not required for decisions.

**2. Minutes of Previous Meeting** Approved.

**3. No Matters Arising** from Minutes.

**4. Finance.**

a) Opening Cheque from MetroBank account cleared.

Opening Natwest Balance. **£32,591.93**

Zurich Insurance £99.31

Current Balance **£32,492.62**

The November meeting agreed to leave a sum of £20 in the Metrobank account to cover any unforeseen closure fees. To be withdrawn on clearance of transfer, and the account then formally closed.

**b) Proposal.** *'This meeting approves the use of the TRA laptop and debit card to make approved spending at TRA meetings.'* Proposed Secretary. Seconded. Treasurer. Approved unamimously.

**c) Deliveries of Juniper Items.** Goods ordered on behalf of Juniper should be delivered to the flat responsible for sourcing the item, or to another secure pickup point. But not to the Treasurer's address, unless by arrangement.

**d) Proposal.** *Meet and Eat.* In the interest of democracy, Pizza or other healthy food of choice to be delivered to Juniper TRA meetings. Proposed. Secretary. Seconded. Mark. Passed Unanimously.

**e)** Accounts for last year verified by Southwark Group of Tenants and signed by Treasurer.

To be presented for approval by June Annual General Meeting.

**5. Repairs.** First 'Repair Surgery' held last week. Present. Rob Kenyon. Coralie Allison. Jaki Wilford.

Moronke Olorunda, Nick Sutherland (RSOs).

**a)** The personal repairs reported seemed to be recorded in good faith by both Resident Service Officers and actions promised.

Reported repairs to be monitored for results.

**b)** LBS staff informed us that *all* Pomeroy Street residents had been invited to the surgery in 30A. This was news to us since there had been no consultation on the matter. The Juniper residents present agreed to allow the February Surgery in Flat 30A, but all subsequent surgeries to be held upstairs in Budgens on Pomeroy Street.

**6) Garden.** The secretary reported that the Garden shelter project remains stalled by LBS Area Management over 'consultation.'

Repeated requests for an acceptable Consultation format have been ignored.

Area management seems to be labouring under the misapprehension that Phase 1 of the Green Tea Architects Proposal will somehow have a material effect on 'their' land. In fact, Phase 1 will merely produce professional-standard drawings, and refine the design so that residents can then make an informed judgement. To allow the project to be judged on the evidence of the amateur sketches now available would be irresponsible.

**Action.** Further advice to be sought from local councillors, and Phase 1 spending proposal to be brognt to general meeting.

**b)** Advisory inspection of the garden with LBS Garden Officer Ruth Arnott to take place Friday 23rd. 12.15, 30A

All welcome

**7) Any Other Business..**

**a)** New free LBS Juniper laptop working fine, but unable to log on directly to Juniper broadband connection in Flat 30A.. Action.

Secretary to contact LBS and Community Fibre.

**b)** Mark repoted that his CGS application for 2 Three-seater benches would be decided in March.

**8). Next Meeting.** 19/02/2026. 7pm Flat 30A

present: Coralie Allison (Treasurer). Karl Bolingbroke. Rob Kenyon (Secretary). Mark Millar. Rhiannon Rafferty.  
Jaki Wilford (Chair).Apologies: Clo Lapparti

**1. Minutes of Previous Approved.**

**2. No Matters Arising from Minutes.**

**3. Finance.**

a) Balance at last transaction. 31/07/2025. **£32,611.93.**

The meeting agreed to leave a sum of **£20** in the Metrobank account to cover any unforeseen closure fees. To be withdrawn on clearance of transfer, and account then formally closed.

**Proposal.**

*'This meeting agrees to transfer all available assets from Juniper Metrobank account by cheque to the new Natwest account Juniper House TRA. The Metrobank account then to be formally closed.'*

Proposed Treasurer. Seconded Chait. Agreed unanimously

Transfer cheque written for **£32,591.93** to **Juniper House TRA**, and signed by Treasurer Coralkie Allison and Secretary Rob Kenyon.

**b) Future Juniper online spending procedure.** Treasurer to be sole custodian of debit card.

Stage 1. Meeting to approve proposed expenditure on specific item.

Stage 2. Link to item Shopping-Basket sent to Treasurer.

Stage 3. Treasurer to purchase using card. Delivery to agreed address.

No direct Amazon purchases. 1 page invoices desirable.

Guidelines to be sent to Cllr Popoola for approval.

**4. Garden Report.**

a) Consideration of draft design document distributed prior to meeting.

**P2** recommendations. As much window space as possible to be incorporated.

Placing of double doors agreed. The selection of remotely mounted solar lighting over conventional UV panels frees the design from the need for a solar-pitched roof, This would reduce the overall height and reduce materials costs.

In turn, the reduction in height plus extra glazing reintroduces the possibility of employing the more stable flat alignment of heavy timber units. An external base of 6metres x 4 metres was agreed as a minimum area.

**P5.** Given the sturdy timber base and metal frame, a range of customisations were discussed, including hinged window blinds.

**P6.** A central internal timber cross-beam would provide extra versatility of use.

**b)** Security, Cleaning and maintenance issues raised via website addressed and assurances given of full formal commitment to meet all required standards, as with Flat 30A.

The design is inherently low-maintenance. Cyclical maintenance to be included in annual Juniper budget.

Security further assured by motion-sensor security lighting and surveillance equipment if needed. Space to be securely locked every night at agreed time by nominated member. As with Flat 30A.

**c)** Noise considerations for Coll's Road neighbours. Space to be shut at a time to be agreed by the TRA. Point made that the space would actually serve to control parties. Without, parties could still happen in the garden, but with no moderating involvement by the TRA.

**d) Consultation Page.** Still no clarification on the form of Consultation acceptable to LBS  
Action. Secretary.

**5. Other Business.**

**a) Estate Repair Surgery Date**

Area management have proposed 11am-1pm on the 2nd Monday of the month as the date for the new onsite sessions to report repair problems. (Flat 30A).

The date was approved conditionally. Secretary to request later time for best attendance.

**b)** Burglary. Police have issued an advisory pamphlet to some residents. Key points to be included in next newsletter to all residents. Vulnerability of front windows mentioned. All should be securely locked when flat is unoccupied.

**6. Date of Next Meeting. Monday January 5th. 2026. 7pm Flat 30A**

## MINUTES

### Juniper Tenants & Residents Association • Meeting#79

7.00pm • 23/10/2025 • flat 30A Juniper House

**present:** Proxy Vote: Coralie Allison (Treasurer). Jules Denton. Rob Kenyon (Secretary). Mark Millar. Rhiannon Rafferty. Jaki Wilford (Chair). Cllr. Reginald Popoola (LBS). Moronke (LBS Area Management)

Apologies: Clo Lappartiont.

**1. Approval of Previous Minutes.** The secretary apologised for an incomplete sentence in the minutes of meeting #78:

"5. Garden Report. "a) **The project was discussed...**"

Minutes to be amended to read: "**The project was discussed, with agreement to present the proposal at the next meeting.**"

**2. Matters Arising from Minutes.** N/A

**3. Garden Project Report.**

a) The secretary updated the meeting on progress.

LBS Area management had responded to material sent, and given assurance of a response in due course.

Therefore, since there was no current approval for the agenda proposal, the meeting could not vote for it as worded.

However, a detailed discussion was still possible.

The secretary informed the meeting that even at this stage, Juniper is not committed to Green Tea Architects, and asked if competitive tenders were required.

**Reginald** advised that at this stage, continuity was important.

The secretary requested that LBS keep Juniper fully advised on all appropriate best practices.

b) The secretary distributed copies of the project to all present for scrutiny and feedback. The project was opened for discussion.

c) **Moronke** enquired about the degree of resident **consultation** on the project.

The Chair reassured Moronke that the current grassroots pressure began before Lockdown at meetings requested by Juniper youth. Since then, the issue has been raised repeatedly with LBS and the community, which has also been canvassed for possible alternatives, as shown in the Minutes and Newsletters Archives. All Juniper residents receive full notice and minutes of all meetings, and copies of all newsletters, which have links to the project plans on the Juniper website.

A further structured consultation involving architects and the community is planned as part of the process. LBS would be welcome to advise on suitable methods of consultation.

All residents to receive copies of plans and covering letter.

**Action:** Secretary to forward relevant information to Moronke.

d) **Moronke** raised the issue of **safety** and **rough-sleepers**.

The Secretary drew attention to the minimal, low-risk nature of the shelter-design. Architect and structural engineers will incorporate standard risk assessments in their work on the design.

**All intruders** will be deterred by the use of security doors on the shelter, which is part of a wider makeover of the surrounding derelict area. Evidence shows that increased use of community space is a deterrent to anti-social use.

**Reginald** confirmed that in his experience, this principle is generally accepted. Also that community centres *do* play a positive role in social cohesion.

e) **Mark and Rhiannon** suggested that components in the plans be more clearly marked (Doors, Windows etc.)

Secretary to amend design.

f) **Jules** enquired about maintenance. This would be a TRA responsibility. Subsequently, the design is as low-maintenance as possible. Cyclical Maintenance schedules are outlined in the Design Pack.

g) **Insurance.** The Secretary expected that our current Public Liability policy with Zurich Ltd. could be extended to cover the project. Any extra premium to be met from TRA annual budget.

4) **Provisional Proposal.** The secretary sought guidance on voting an amended proposal to provisionally authorise Phase 1 **subject to Local Area approval.**

**Reginald and Moronke** Confirmed this would be acceptable procedure, and the meeting moved to a vote:

i) **Proposal.** 'This meeting agrees to appoint Green Tea Architects to complete Phase 1 of the Garden Den Project at a total fee of £2340, plus the Planning fees necessary to London Borough of Southwark - **subject to permission by Local Area Management.**' Prop: Secretary. Sec: Chair. Passed unanimously.

**4. Financial**

Apologies from Treasurer. Report given by secretary.

a) No new spending this month.

b) Final summary statement prised from Metrobank, meaning Juniper can now complete and submit its outstanding accounts to Southwark Group of Tenants.

c) New Natwest account ready to receive transfer from Metrobank.

**5. Any Other Business**

Reginald offered to hear concerns from residents:

a) Action on persistent damp issue on 2<sup>nd</sup> and 3<sup>rd</sup> floors still not addressed, in spite of repeated assurances.

b) Jules. Generations of internet cabling are now cluttering up the walkways and the rear of the block. Could they be a possible cause of damp? Reginald advised reporting the issue on monthly walkabout.

c) The forecourt is clearly a Health and Safety nightmare to all with mobility problems. The delapidation of the general area encourages anti-social use and littering. Cracks in the kerbs and prashed doors promote rodents. Several units appear unused. Reginald advised that the forecourt is a Major Works issue, unlikely to be addressed soon. However, renovation of the area could be achieved through Cleaner Greener funding.

d) **Moronke** informed the meeting that new basketball hoops had been ordered.

e) **Mark** reported that a C.G.S. grant application has been submitted for 2 recycled plastic garden benches.

f) **Jules** recommended replacing the ugly spike-fencing on the perimeter walls.

**6. Date of Next Meeting.** The meeting dissolved without setting a date.

# MINUTES

## Juniper Tenants & Residents Association •

### Meeting#78

7.00pm • 06/10/2025 • flat 30A Juniper House

**present:** Coralie Allison (Treasurer - 16). Rob Kenyon (Secretary - 32). Mark Millar (13). Jaki Wilford (Chair - 14) .

Apologies: Jules Denton (3) Simon Jones.

**1. Approval of Previous Minutes.** Agreed

**2. Matters Arising from Minutes.** N/A

**3. Finance Report.**

a) Banking report.

Metro balance unchanged. Juniper now has a new bank account with Natwest.

We are now waiting for a new chequebook from Metrobank to make the transfer payment of £32,000.

**b)** Proposal: *'This meeting agrees to transfer all Juniper assets from its Metrobank account to its new Natwest account at the earliest opportunity, minus a sum of £20 to cover final closure statements.'*

Proposed Treasurer. Seconded Secretary. Agreed unanimously.

**4. Repairs.**

a) Updates.

Concerns have been raised over whether the cleaning rota was being met. And if not, why is this not reflected in Service Charges?. RK to contact Local Area Management.

**b)** Residents' reports.

Still no progress on sealing walls above flats 13 / 14.

Flat 13 action through an Ombudsman report "like pulling teeth".

Flat 14 legal action stalled for reasons unstated.

Work has now missed the opportunity for completion by the Winter, again. Both flats recommended to undertake damp-meter readings.

**5. Garden Report.**

a) The lack of a General Meeting quorum (6) prevented any decision on the agenda proposal.

The project was discussed, with agreement to present the proposal at the next meeting.

b) General state of the garden still interesting with

many unexpected early bloomers. (Cowslips and crocus). Virginia creeper turning red.

**6. Other Business.**

**7. Summary of Meeting Actions.**

**3b)** Proposal: *'This meeting agrees to transfer all Juniper assets from its Metrobank account to its new Natwest account at the earliest opportunity, minus a sum of £20 to cover final closure statements.'*

Proposed Treasurer. Seconded Secretary. Agreed unanimously.

**8. Date of Next Meeting. 23/10/2025**

**SIGNED**

Chair:

\_\_\_\_\_  
:Date

Secretary:

\_\_\_\_\_  
:Date

## Minutes. Juniper Tenants & Residents Association

### • Meeting#77

**7.00pm • 01/09/2025 • flat 30A Juniper House**

**present:** Coralie Allison (Treasurer - 16). Simon Jones (73). Rob Kenyon (Secretary - 32).

Clo Lappartiont (13). Mark Millar (13). Rhiannon Rafferty (7) Jaki Wilford (Chair - 14)

Apologies: Jules Denton (3) Kolawole Yusuff, Taye Yusuff (8)

**1. Approval of Previous Minutes..** Approved.

**2. Matters Arising from Minutes.** N/A.

**3. Finance Report.**

**a)** Current Balance: £32,161.93. Cheque to Green Tea Architects. £150.00. 30/07/2025. Site meeting.

**b)** Banking report.

Coralie has completed stage 1 of the Lloyds application, but there have been technical problems progressing to stage 2. Should these remain unresolved, the best option would be to restart a new application, preferably with Coralie as the sole applicant on behalf of Juniper House TRA.

**Proposal.** *"In the event of the failure of the current application to Lloyds bank for an account, this meeting authorises Coralie Allison (Treasurer) to be the sole applicant on behalf of Juniper House TRA."* Proposed R. Kenyon. Seconded Chair. Unanimous.

**c)** Metrobank. Backdated records to be recovered as soon as possible for accountancy purposes. Previous treasurer to be contacted.

action: Secretary

**4. Repairs.**

**a)** Updates. August estate inspection drew attention to forecourt cracks, rainwater butt, pramshed doors, tree-damage to party-wall with Coll's Road and state of storage-shed doors.

Moronke (Resident Services Officer) to action.

Inspections now fixed for last Tuesday each month.

**5. Garden Report.**

**a)** Green Tea Architects Fee Proposal.

The scale of Project ('795') will require a formal spending proposal to be put to a General Meeting of the TRA. It was agreed that wording the proposal would require further clarification with LB Southwark and Green Tea, Especially regarding the issue of payment to architects *prior* to receiving planning permission.

action. secretary.

**b)** Cleaner Greener Grant Suggestions.

- Benches. 2, 4-seater, heavy-duty, recycled plastic.
- More bike hutches.
- New roof for Ball Court.

• Raised beds.

• Rental of caterpillar fork-lift to move granite slabs to useful sites in the garden.

• Raised beds.

Applications open from 8 September - 10 October.

Residents can apply independently.

**6. Other Business.** Juniper Barbecue. 27/09/2025.

**7. Summary of Meeting Actions.**

• **'3b'** Authorisation of Treasurer action.

• **'3c'** Secretary to contact previous Treasurer re Metrobank records.

• **'5a'** Secretary to request further information from Green Tea Architects and LB Southwark.

**8. Date of Next Meeting.** 06/10/2025. 7pm. Flat 30A.

**SIGNED**

Chair:

\_\_\_\_\_

\_\_\_\_\_ :Date

Secretary:

\_\_\_\_\_

Date: \_\_\_\_\_

## MINUTES

### Juniper Tenants & Residents Association •

### Meeting#76

**7.00pm • 28/07/2025 • flat 30A Juniper House**

**present:** Coralie Allison (Treasurer - 16). Jules Denton (3).

Simon Jones (F73). Rob Kenyon (Secretary - 32). Clo

Lappartiont (13). Mark Millar (13). Rhiannon Rafferty (7) Jaki

Wilford (Chair - 14) Kolawole Yusuff, Taye Yusuff (8)

**1. Approval of Minutes.**

**a)** May 2025 Management Meeting. Approved.

**b)** 2025 Annual General Meeting Minutes. Approved.

**2. Matters Arising from Minutes.** (See relevant agenda items)

**3). Finance Report.**

**a) Metrobank Balance.** (No change) **£32,1161.93**

**b) Lloyd's Application.** First stage complete. Next stage should be completed within days.

**c) Proposal:** *'This meeting agrees to the transfer of all Juniper House Tenants & Residents Association funds from Metrobank to the new Lloyds account as soon as it becomes available'*. - proposed Treasurer. Seconded Chair. Passed Unanimously.

**4. Repairs.**

**a) Site Visit. Reports to Moronke:**

Extensive cracks in the forecourt likely to harbour pests..

Rotted state of pramshed doors, plus intrusive Buddleia growth on roofs. Causing damp and decay.  
Utility shed door-hinge rusted and impossible to open.  
Gardeng wall next to play area dangerously cracked and bulging inwards due to feral trees in back garden of Colls Road New request made for referral to tree department for felling.

**b)** Mice infestations. Report all instances to LBS. At a certain number of reports LBS is obliged to take action.

**c)** Forecourt drain apparently unblocked, but will need constant monitoring.

**5. Future Grant Projects.** Ideas for Cleaner Greener Safer applications

**a)** New netcover for ballcourt.

**b)** More bike hutches.

**c)** Mark. More garden benches and tables. Mark to source.

**d)** Raised beds.

**e)** Forklift hire to resite granite blocks.

**f)** Architects **Green Tea** are visiting for a feasibility inspection on Wednesday 30th July.

All welcome. 2pm 30A.

Action: Secretary to source latest CGS information.

#### **6. Resident Reports**

**a)** Kola. Parking and forecourt issues.

Parking bays are now too small for modern cars. Residents from the block opposite are using our parking spaces.

Cars are being driven at dangerous speeds in the forecourt.

Report to Moronke. Recommend signage and/or speedbumps. Further enquiries into LBS estate parking scheme required. Action secretary.

**b)** Simon. More bins needed. Current allocation fills too soon causing overflow.

#### **7. Any other business.**

Commiserations to Patrick and Roisyn Wheeler on the death of their mother Cynthia, one of the original members of Juniper House Cooperative. Some of us live in the flats she repaired almost 50 years ago.

**8. Date of Next Meeting.** Monday Sept. 1st. 7pm. Flat 30A



## MINUTES

### Juniper Tenants & Residents Association • Annual General Meeting#11

7.00pm • 30/06/2025 • flat 30A Juniper House

**present:** Coralie Allison (Treasurer - 16). Rukayat Basaru (12). Paul Blake (15) Jules Denton (3). Phoebe Eustance (Vice-Chair. 66). Aftab Hussain, Proxy. (70). Rob Kenyon (Secretary - 32). Clo Lappartiont (13). Mark Millar (13). Rhiannon Rafferty (7) Jaki Wilford (Chair - 14). Observers: George Coombes (London Borough of Southwark). Ahmed Kabba (Southwark Group Of Tenants Organisation).

**1. Approval of Minutes.** Minutes of previous meeting approved.

**2. Matters Arising from Minutes.** N/A.

**3. Presentation of Accounts.**

**a)** Due to the inability of Metrobank to provide statements for most of the relevant period, Management are unable to provide a full statement of accounts and will need a delay until we have the banking services we require. The meeting needs to give permission for this unprecedented delay. Observers George Coombes (LBS) and Ahmed Kabba (SGTO) approved this course of action.

**Proposal:** *'Due to the lack of relevant documentation from Metrobank, this meeting grants the management the delay required to complete the accounts of 2023/4. To be presented as soon as possible'*. - proposed Chair. Seconded Rhiannon Rafferty. Passed Unanimously.

**b)** Spending during the period:  
Zurich Insurance. £99.31. 28/11/2023.

**4. 2024-25 Finance Report.**

**a)** Zurich Insurance 05/12/2024. £99.31.  
Existing Balance Carried forward: £32.161.93

**b)** Future banking arrangements. Treasurer and Secretary to complete Lloyds Bank application as soon as possible.

**5. Appointment of Auditors.**

**a)** *'Proposal: 'This Meeting authorises the continued use of Southwark Group of Tenants Organisation to oversee Juniper accounts for the year 2025-2026.'*

**6. 2024-25 Secretary's Report.**

**a)** The Secretary reported that activity last year by the TRA had been severely constrained by the lack of a functioning bank account.

**b)** Local architects 'GreenTea' were contacted to provide advice on design for a garden space.

*Proposal: 'This meeting approves expenditure of £125 + VAT for an on-site consultation by Green Tea Architects with a view to creating an all-weather, general-purpose garden shelter.'*

Proposed Secretary. Seconded, Chair. Passed Unanimously

**7. 2024/5 Grant Updates.**

**a)** Outsanding faults to the Security lights and Rainwater butts to be reported to LBS Repairs. Grant department unable to assist. Motion sensors on lights don't work, and one of the butts refuses to fill.

**8. Repairs & Garden Report.**

**a)** A new Resident Services Officer (Moronke Olorunda) has been appointed for our area. Routine estate inspections initially scheduled for last Tuesday of the month. All residents welcome.

**b)** Forecourt cracks reported to LBS as likely source of mice and other domestic vermin.

**c)** Paul enquired about the various untidy cable-boxes scattered about the block. The problem has got worse, and needs to be brought to the attention of LBS.

**d)** Damp Survey. Residents to be canvassed.  
action: Rhiannon to organise WhatsApp poll.

**9. Formal resignation of Chair and Officers.** George Coombes (LBS) assumed the Chair.

**10. Election of Officers.**

**Chair.** Jaki Wilford. Prop. Rhiannon Rafferty. Seconded Coralie Allison. Unanimous.

**Vice Chair.** Clo Lappartiont. Proposed. Rob Kenyon. Seconded. Rhiannon Rafferty. Approved Unanimously.

**Treasurer.** Coralie Allison. Proposed Rob Kenyon. Seconded Mark Millar. Unanimous.

**Secretary.** Rob Kenyon. Proposed. Aftab Hussain (Proxy). Seconded Coralie Allison. Unanimous.

**Members.** Mark Millar. Rhiannon Rafferty, Jules Denton, Paul Blake, Phoebe Eustance,  
Proposed. Jaki Wilford. Seconded Rob Kenyon. Unanimous.

**11. Thanks to George. Resumption of Chair.**

**12. Juniper Plan 2025/26.** Floor opened for ideas.

**a)** Top net for ball-court. Purchase of powered domestic drain-clearer. Acquisition of more garden seating. (Chair). Further possible ideas to be finalised at next TRA meeting.

**13. Other Business.**

**a)** Report of alarmingly large flames from barbecue on ground floor balcony. 999 was called and gave assurances that this was the appropriate response.

**13. Date of Next Meeting.** T.R.A. 30/07/2025.

**b) Date of next AGM.** 21/06/2026

# MINUTES

## Juniper Tenants & Residents Association Meeting#75

pm • Flat 30A7.30 • 22/05/2025

**Present:** Coralie Allison (Treasurer - 16). Phoebe Eustance (Vice-Chair. Flat 66). Rob Kenyon (Secretary - 32).  
Clo Lappartiont . Jaki Wilford (Chair - 14)

**1. Approval of Minutes.** The minutes of meeting #74 were voted a true record.

**2. Matters Arising** Under agenda items.

**3. Finance.**

a) Existing Balance Carried forward: **£32.161.93.**

b) Lloyd's bank account application After widespread enquires, and a positive conversation with Lloyds, the easiest solution will probably be for the Treasurer to restart Lloyd's application. Last attempt failed due to 'fuzzy' ID photo of Secretary. This time, secretary to complete application in-branch.

c) Annual accounts. To be prepared by June Annual General Meeting.

Action Treasurer & Secretary.

**4. Anti-Social Behaviour**

a) Reports down. Signage awaiting funding..

b) Dog issue. Letter suggested to all residents stressing terms of LBS Tenancy & Leaseholder Agreement. LBS Dog Wardens to be contacted.

Action: Secretary. / Newsletter.

**5. Repairs.**

a) A new Resident Services Officer (RSO) has been appointed for Juniper House.

**Moronke Olorunda** will be conducting Inspection walkabouts. Last Thursday of each month. 11.30am, Flat 30A.

b) Leak from roof into flats below reported. LBS notified. Remedial work promised.

c) LBS fail to meet 2nd deadline on water ingress work at rear of flat 14.

d) Damp Survey. Residents to be canvassed as soon as possible.

action: Clo to organise WhatsApp poll.

**6. Garden.**

a) Garden in prime Spring display..

b) Cleaner Greener Safer grants. Ideas welcome for Autumn applications.

Initial possibilities from meeting.

i) New pramshed doors

ii) New net roof for play-cage.

iii) Creating path between play area and round table area

iv) Shifting large granite stones from Flat 1 to edge of round table lawn area..

All ideas welcome at next meeting.

**7. Other Business.**

a) Annual General Meeting. Plea from secretary for volunteers for posts and committee members, stressing the importance of spending the Legacy Fund.

**8. Date of Next Meeting.**

**Annual General meeting #11. and Meeting #76.** 30/06/2025. 7pm. Flat 30A Juniper House.

# Minutes

## Juniper Tenants & Residents Association Meeting #74

Reconvened from 15/04/2024 • 7.30pm • Flat 30A • 29/04/2025

**Present:** Coralie Allison (Treasurer - 16). Michael Datu (55). Rob Kenyon (Secretary - 32). Jaki Wilford (Chair - 14). Ahmed Kabba (SGTO)

**1. Approval of Minutes.** The minutes of meeting #73 were voted a true record

**2. Matters Arising** Under agenda items.

**3. Finance.**

a) Existing Balance Carried forward: **£32,161.93.**

b) Lloyd's bank account application seems to be processing efficiently.

**4. Anti-Social Behaviour**

a) Reports of attempted burglary on 1st floor. Residents encouraged to secure windows and doors.

b) Dog issue from last meeting. Kender School contacted for response to event. No response as yet.

c) Reports of forecourt-littering by car-owners.

d) Reports of forecourt loitering and drug dealing are down since residents sent videos and reports ent to local police,

Signage related to issues above to be ordered using new bank account when available.

**5. Repairs.**

a) Michael reported a blocked forecourt drain outside flat 54. This is a regular occurrence at that junction. and the responsibility of LBS Repairs. The evidence is that the blockage results from incorrect disposal of fats and oils by previous occupants.

b) Maintenance Inspections. These are now back on a regular basis, with a new manager. First visit 06/05/2025/ 11.30am, Flat 30A.

c) Still no progress on water ingress work at rear of flat 14.

d) Damp Survey. residents should be canvassed about the state of damp ingress in their flats. Second and Third floors in particular.

**6. Garden.**

a) The group looked forward to spending TRA funds from the new bank account.

b) Faults to Cleaner Greener Safer projects have been reported to LBS. Lights do not function as advertised, and rainwater butts are too low and too near walls. Awaiting progress.

c) Garden entering serious Spring blossom

**7. Other Business.**

a) Ahmed suggested refreshments and entertainment as means to increase attendance at meetings. Also offered to help with quality newsletter production at SGTO.

**8. Date of Next Meeting.** 22/05/2025

**Juniper Tenants & Residents Association Meeting #73**  
**Reconvened from 27/02/2024 • 7.30pm • Flat 30A • 13/03/2025**

**Present:** Coralie Allison (Treasurer - 16). Karl Bolingbroke (19). Rob Kenyon (Secretary - 32). Mark Millar (13). Cherrie Stephens (Member - 39). Jaki Wilford (Chair - 14).

**1. Approval of Minutes.** The minutes of meeting #72 were voted a true record

**2. Matters Arising** N.A.

**3. Finance.**

**a)** The Pre-Xmas application for Lloyd's Bank account has now expired. Partly due to a combination of inefficiencies in the online application process, and partly due to serious unforeseen family problems for committee members applying.  
action: Treasurer to renew application process.

**b)** No Expenditure in February. Existing Balance Carried forward: **£32.161.93.**

**4. Anti-Social Behaviour**

**a)** Evidence gained by the Juniper WhatsApp Group of suspicious behaviour has shown that deterrent signs of some description are needed on the estate. The meeting agreed to investigate designs and locations for warning signs, bearing in mind that they should not make Juniper seem dangerous to residents, and should include links to support and advice for homelessness and drug addiction.

**b)** Local dog attack. Yesterday's incident on Pomeroy Street involving a violent loose weapon-dog has raised concern, and questions about the safety of the dog-area in the park.

Contact with Kender school, Nunhead Police and the Telegraph Hill Facebook group was suggested.

action: Chair, Secretary, Treasurer.

**5. Repairs.**

**a)** 'Tenants Hub' progress. No residents known to have registered in spite of repeated exposure via newsletter. action. Secretary to update company.

**b)** Scheduled estate inspection for February failed to happen due to an emergency call which Dave Lea had to attend. Dave has agreed to get back with a future date. Now that the walkways are free of scaffolding, planned works can proceed

**6. Garden.**

**a)** Garden day partly succesful but curtailed due to rain.

**b)** No news yet of planned tree planting. Further reminder to LBS Tree Planting and Ecological Projects Officer needed.

**c)** No reply from Cleaner Greener Grant department regarding faulty security lights. Further demand for action to be made. Southwark Group of Tenants Organisation can provide further advice if needed.

**d)** Bulbs planted in the Autumn emerging in borders all around the garden, especially in the Hazel Wood

**7. Other Business.**

**a)** Doors of Peabody estate opposite are again ceating a noise-nuisance.

action secretary. Appropriate contact to be located and informed,

**8. Date of Next Meeting.** 15/04/2025

**SIGNED**

\_\_\_\_\_ :Date

\_\_\_\_\_

Chair:

\_\_\_\_\_ :Date

\_\_\_\_\_

Secretary:

# Minutes

## Juniper Tenants & Residents Association Meeting #72

7.30pm • 14/01/2024 • Flat 30A

**Present:** Coralie Allison (Treasurer - 16). Jamie Camaron (38). Rob Kenyon (Secretary - 32). Mark Millar (13). Jaki Wilford (Chair - 14).

**1. Approval of Minutes.** The minutes of meeting #71 were voted a true record

**2. Matters Arising** N.A. New residents Mark and Jamie were given a brief outline of Juniper House and its history. Mark and Jamie in turn related their recent housing experiences.

Until recently, Jamie has been without both electricity and heating for several months.

**3. Finance.**

a) Expenditure in December: Zurich Insurance:     **£99.311**

New Balance: **£32.161.93.**

b) Application for Lloyd's Bank account almost complete. Would have been resolved before Xmas but for mistakes by secretary.

c) Juniper's financial history was briefly explained to new residents.

**4. Repairs.**

a) 'Tenants Hub' progress. action. Secretary to initiate one more email cycle.

b) Justin Hall to be contacted regarding monthly inspections. action Secretary.

**5. Garden.**

a) Bulbs emerging all over the garden.

b) Cleaner Greener Grant 1 update. Grant manager Chris Cambell has been notified that the newly fitted security lights do not work, and that the design is not suitable for the site.. Has promised to contact suppliers and get back with solutions.

c) Cleaner Greener Grant 2 update. Forecourt trees to be planted soon. Southwark Tree Planting and Ecological Projects Officer Joseph Arrowsmith advised that only immature Juniper saplings were available, and would require protection. The Plane tree we requested is to be incorporated in a stretch of layered hedges. The Cherry can be re-sited near its predecessor.

d) Garden Day (plus barbecue) February 23rd

**6. Date of Next Meeting.** 27/02/2025

# Juniper Tenants & Residents Association Meeting #71

7.30pm • 26/11/2024 • Flat 30A

## Minutes

**Present:** Coralie Allison (Treasurer - 16). Karl Bolingbroke (19). Rob Kenyon (Secretary - 32). Clo Lappartiont (13). Cherrie Stephens (39.) Jaki Wilford (Chair - 14).

### 1. Approval of Minutes.

a) Karl claimed he had not reported missing work due to missed LBS appointments, as recorded in 'Repairs (d) (Minutes #70. 15/10/2024)

The minutes were voted a true record. 4 - 1 abstention.

### 2. Matters Arising from Minutes.

a) Karl questioned the practice of publishing the minutes prior to approval.

The meeting was informed by the secretary that the purpose of this custom was to give all residents adequate time for perusal and consideration before approval. Also that it breached no confidentiality, or any clause of the Constitution. Furthermore, throughout the ten years of its use, there had been no concerns raised regarding the practice.

### 3. Finance

a) No transactions. Current Balance **£32,261.24**

b) On enquiry, Southwark Group of Tenants reported that Santander and Lloyds were banks often used by Tenants groups. However, Santander are not accepting new clients.

Treasurer to meet with Lloyds tomorrow.

### 4. Repairs.

a) 'Tenants Hub' progress. Flyer to be produced by Tenants Hub, including Juniper conditions and safeguarding requirements.

action. Secretary to liaise.

b) Area representative vacant. Replacement for Efe Urubusi planned for the New Year. Until then, Justin Hall to be contacted regarding monthly inspections.

c) Gas and Electricity maintenance letters sent to all residents. Works expected to last until February.

### 5. Garden.

a) Spring bulbs planted in various sites.

b) Tree planting day still possible for December. Secretary to liaise with LBS.

c) Karl was referred to 2023 online minutes regarding tree choices approved for Cleaner Greener Safer Application.

**6. Any Other Business.** New Years Eve Banquet. Include on Juniper WhatsApp group.

**7. Date of Next Meeting.** 14/01/2025

# Juniper Tenants & Residents Association Meeting #70

7.30pm • 15/10/2024 • Flat 30A

## Minutes

**Present:** Coralie Allison (Treasurer - 16). Karl Bolingbroke (19). Rob Kenyon (Secretary - 32). Clo Lappartont (13) Mark Millar (13). Jaki Wilford (Chair - 14). [Justin Hall, LBS. Ben Roberts, Tenants Hub]

**1. Approval of Minutes.** The minutes of 03/09/2024 were approved as a true record.

**2. Matters Arising from Minutes.**

### **3. Repairs.**

**a)** Justin and Ben discussed the possible benefits of using 'Tenants Hub' software to improve repair performance at Juniper House. A comprehensive outline of Tenants Hub features was presented by Ben. The Chair agreed to test the system. Ben and Justin agreed to pursue the possibilities further to eliminate any safeguarding concerns raised by the meeting.

**b)** Justin reported scaffolding ordered for first balcony work.

He was informed by the meeting that the damp problem had deteriorated since the Major Works of 2018, and that the minor surface repairs issued by Dave Lea this year had not remedied the ingress. Justin agreed to consult with Major Works to action effective treatment as soon as possible.

*[The Chair left the meeting to avoid a possible conflict of interest.]*

**c)** Coralie asked Justin whether Leaseholders would be expected to pay service charges for the same works twice. Justin replied that they may be charged initially. Clearly this issue needs more clarification.  
action: Refer to next meeting.

**d)** Karl drew Justin's attention to faulty estate lights and the state of the forecourt. For the avoidance of confusion, Karl clarified that he had always allowed access for LBS work to his balcony, and had lost work due to missed appointments.

[Chair resumed]

### **4. Finance Report**

**a)** No transactions. Balance **£32,261.24**

**b)** Negotiations with NatWest are ongoing but stalled over the technical issue of Juniper's 'incorporated organisation' status as a TRA.

Treasurer to meet with NatWest business manager.

### **5. Garden**

**a)** Forecourt trees to be planted in December. Community Planting Day proposed by LBS.

**b)** No nappies seen in the garden since newsletter appeal. Situation to be monitored.

**c)** Specific workdays to be confirmed, but something is usually happening on Sundays at this time of year. All hands welcome.

### **6. Any other business.**

**a)** Instances of antisocial behaviour reported. Including suspected drug deals, blocking and littering staircases, soiling lifts and walkways, and abusing residents. Call 101 to report, or 999 if an emergency.

Cases of rough sleeping are to be expected this Winter. Relevant homelessness helplines to next meeting.

**b)** New Year's Eve Barbecue. Garden. 31/12/2024

**7. Date of Next Meeting.** 26/11/2024. 7.20pm. Flat 30A

# Juniper Tenants & Residents Association Meeting #69

7.30pm • 03/09/2024 • Flat 30A

## Minutes

**Present:** Coralie Allison (Treasurer). Doris Danko. Simon Jones, Rob Kenyon (Secretary). Rhiannon Rafferty. Vanesa Strydom, Jaki Wilford (Chair)

### 1) Approval of Minutes.

Minutes of meeting #68 approved.

The secretary pointed out that due to his initial error, the enumeration of meetings started from zero (#0) instead of #1 (one). All minutes have been renumbered correctly. Meeting #3 in the old minutes archive is now Meeting #4. etc. No substantive alterations have been made.

**(Noted by meeting)**

### 2) Matters Arising from Minutes

**a)** Late night ballcourt noise seems to have abated since notices were placed and informal advances made to users. Situation to be monitored for further action.

### 3) Finance.

**a)** Current Balance (unchanged). **£32,261.24**

**b)** Juniper's application to Cooperative Bank for a current account has been rejected.

Coralie to contact Southwark Group of Tenants for advice.

### 4) Repairs

**a)** New Southwark contractors (Bridgewater Ltd) encountered on site by Secretary. Team here to make initial assessment of the block prior to enacting LBS work. After a brief background discussion, the representative from Bridgewater suggested the possibility of a familiarisation meeting with the Residents to pool information.

Justin Hall (LBS. Communal Repairs Manager - South) to be contacted.

**b)** In spite of sporadic repairs, many areas of the forecourt kerbstones still need repair. To be reported at the next Estate Inspection (3rd Tuesday/month)

**c)** Doris reports blocked drains, damp and mould.

Instructed by the meeting to report the damp urgently via the Damp and Mould reporting form on the LBS website.

Noisy, smelly drains are widespread, and usually not a severe problem. When water obstinately refuses to drain, report again to LBS.

**d)** Damp in Flat 14. Latest survey clearly reveals water ingress from the flat above. Surface coating-material increasingly suspect.

### 5) Garden and Ball-court Use

**a)** Vegetable boxes given general approval.

Expenditure of £60 approved for purchase of scaffolding boards to create fascia for containers.

Action: Secretary.

**b)** Excess from 2023 Coronation Grant to be spent on 2 Apple trees and 2 Blackberry bushes for the garden. Action. Garden Group.

**c)** Cleaner Greener Safer team to be prompted regarding front border trees, as granted in 2023 application.

### 6) Other Business.

**a)** Some improvement reported in anti-social behaviour on staircases since local police team random visits, and a focussed action on gatherings in Hatcham Gardens.

**b)** Used nappies and other disgusting garbage still appearing in the garden. Next newsletter to highlight again, in hope.

**c)** Best wishes to Tobi, Tim, Ezra and Naomi, and thanks for many years of support for the Juniper community. Not 'goodbye'.

**d)** New Year's Eve BBQ.

**7) Date of Next Meeting.** 7.30 pm. 15/10/2024. 30A Juniper House.

# Juniper House Tenants & Residents Association

## Minutes of Reconvened Annual General Meeting #10

30pm • 23/07/2024 • Flat 30A Juniper House.

**Present.** Coralie Allison (Treasurer), Tim Burrow. Rob Kenyon (Secretary) Rhiannon Rafferty, Cherrie Stevens. Jaki Wilford (Chair).

**Proxy vote:** Aftab Hussain • **LBS.** George Coombes • **Apologies:** Phoebe Eustance. Jess Oglethorpe.

**1. Approval of Proxy Vote.** The Proxy vote submitted by Aftab Hussain was acknowledged by the meeting.

### 2. Approval of Previous Minutes.

Minutes of Juniper AGM #8 (July 2023) and Juniper TRA meeting #67 (May 2024) were approved as true records.

2. Matters Arising from Minutes. N.A.

### 3. 2023-24 Finance Report..

#### a) Statements

##### INCOME

Southwark Council £ 1,738.00

TOTAL **£1,738.00**

##### EXPENDITURE

Insurance £ 99.31

Sports Workshops £ 720.00

Kings Coronation £ 325.20

TOTAL **£1,144.51**

#### b) Financial Position

Balance B/F (30/09/2022) **£32,367.06**

Income £1,738.00

Expenditure £1,144.51

[NETT INCOME £593.49]

Balance C/F (30/09/2022) **£32,960.55**

#### c) Future banking arrangements.

Coralie's investigations have provisionally concluded that the Cooperative Bank would be best suited for our purposes. For the avoidance of any delay in future dealings, it was agreed to pass a motion at this meeting to formally authorise the transference of assets.

**Proposal:** 'This meeting authorises the transference of all assets of Juniper House Tenants & Residents Association from MetroBank Ltd to Cooperative Bank Ltd at the earliest practicable opportunity'.

prop: Rob Kenyon. sec: Coralie Allison. passed unanimous.

### 4. Presentation of Accounts.

a) Approval of 2022/23 accounts.

**Proposal:** 'This Meeting accepts the Accounts of Juniper House Tenants & Residents Association for the period 01/10/2022-30/09/2023 as a true record.'

Prop. Coralie Allison. sec. Rob Kenyon. passed unanimously.

### 5. Appointment of Auditors.

**Proposal:** 'This Meeting authorises the continued use of

*Southwark Group of Tenants Organisation to oversee Juniper accounts for the year 2024-2025.'*

prop: Tim Burrow. sec: Jaki Wilford. passed unanimous.

### 6. 2022-23 Secretary's Report.

The secretary presented an account of the proposals passed by the TRA in the last 12 months. Highlighting those still not acted upon.

**Proposal:** 'This meeting recognises the Secretary's Report as a true record of the actions of the committee for the period July 2023 - June 2024.'

prop: Tim Burrow. sec: Jaki Wilford. passed unanimous.

### 7. 2023-24 Grant Updates.

a) **Security lighting.** All 10 lights linstalled. Initial resident feedback is positive except for theangle of the mains light mounted on Flat 1. The system also requires switching to 'active' mode.

b) **Rainwater Butts.** Are already providing ample water for vegetable boxes. Minor adjustments also needed.

Chris Cambell of CGS has been contacted, and has agreed to raise all required work.

Some minor adjustments, and ongoing maintenance will remain the responsibility of the TRA.

c) Deadline for Cleaner Greener Safer Applications is in September.

### 8. Repairs & Garden Report.

a) Bridgewater Ltd are the new LBS contractors, and have visited the block to make preliminary investigations into causes of damp. They will be reporting to LBS this week. Access to Bridgewater findings to be requested. While on site, company representatives proposed a meeting with residents to discuss concerns.

• Possible dates agreed for the meeting:

27th-29th August. 3rd-6th September.

action Secretary.

b) Coralie reported more ingress to her flat since the remedial works of the spring, and deterioration of walkway surface on the top floor.

### 9. Formal resignation of Chair and officers.

George Coombes of LBS assumed the chair.

### 10. Election of Officers.

a) **Chair.** Jaki Wilford.

prop Coralie Allison. sec: Rob Kenyon. passed unanimous.

b) **Vice-Chair.** Phoebe Eustance.

prop Rob Kenyon. sec: Jaki Wilford. passed unanimous.

c) **Secretary.** Rob Kenyon.

prop: Tim Burrow. sec: Coralie Allison. passed unanimously.

d) **Treasurer.** Coralie Allison.

prop: Jaki Wilford. sec: Rhiannon Rafferty. passed unanimous.

**e) Committee Member.** Cherrie Stevens.

prop: Rob Kenyon. sec: Rhiannon Rafferty. passed: unanimous.

11. Resumption of Chair.

**12. Any other business.**

a) **Proposal.** *This meeting authorises the purchase of a durable*

*communal breadmaker, suitable for use in 30A'.*

prop: Jaki Wilford. sec: Coralie Allison. passed.unanimous.

**13. Date of Next Meetings.**

**AGM 17/06/2025. TRA: 03/09/2024**

# Minutes • Juniper TRA Meeting #68 • 7•30pm • 29/05/2024 • flat 30A

**Present:** Coralie Allison (Treasurer), Karl Bolingbroke, Simon Jones, Rob Kenyon (Secretary) Vanesa Strydom, Jaki Wilford (Chair)

**1. Approval of Previous Minutes.** Minutes of meeting #66 approved.

## **2. Matters Arising from Minutes.**

a) The planned site-visit by Crocodile Awnings did not happen. A conversation with the surveyor contradicted the initial claims made by the sales department regarding specific features we required; e.g. secure doors and electricity points. Other suppliers to be contacted.

[action: secretary]

## **3. Ballcourt issues.**

a) Karl reported noisy anti-social behaviour in the ball-court after 10pm, including bottles being smashed by Juniper residents. The meeting agreed that measures were required before the Summer, including professionally-printed A3 Signs, and 2 council-standard FB locks.

Closing time - 9.30pm. 9pm Sindays. Key-holders to be confirmed at the next possible meeting.

[ACTION: SECRETARY TO COST SIGNS.]

## **4. Finance**

a) Balance: £32,861.24 (no change)

b) Treasurer making enquiries at Co-operative Bank in Lewisham. They need relevant minutes and records to verify the authenticity of Juniper TRA.

action: Secretary and Treasurer.

## **5. Repairs**

### **a) May estate walkabout.**

- Dave Lea inspected reported damp near flat 66 and agreed to strip the undersurface of the walkway to locate possible sources of seepage.
- Cracks to kerb near 30A reported.
- Damage to walkway light at 30A reported.
- Broken rainwater pipe and constant overflow from roof near flat 29 reported.
- Damp in Flat 8 reported and inspected.
- Increasing signs of seepage through walkway near flats 19 and 20 reported. Dave lea reluctant to accept the possibility that the surface may be permeable. Agreed to return later in the day to directly observe effects of rainfall at suspect sites and assess whether the interim remedial work have had any significant effect..

## **6. Grant Project Updates**

a) Cleaner Greener Safer grant manager Chris Coombes visited Juniper to decide on sites for rainwater tubs and security lights. Chris reported that the consultation had been encouraging and helpful and that comments have been borne in mind when making final decisions. Delivery of projects expected soon.

b) No news yet of successful tree replacement grant.

## **7. Garden**

a) Event on July 21st to be largely on a Bring'n'Share basis. Barbecue fire provided.

b) The new vegetable tubs need some cladding to smarten them up. Secretary to cost basic raw materials.

**9. Date of Next Meeting.** Annual General Meeting 25/06/2024.

# Minutes • Juniper T.R.A. Meeting #67 • 25/04/2024 • flat 30A

**1. Present.** Coralie Allison (Treasurer), Karl Bolingbroke, Kemi, Rob Kenyon (Secretary). Jess Oglethorpe, Cherrie Stevens, Jaki Wilford (Chair).

**2. Approval of Previous Minutes.** Minutes of meeting #65, 28/03/2024 approved.

## **3. Finance.**

a) No transactions in last month.

**Current Balance:** £32,861.24

b) Coralie has investigated the suitability of several banks in Peckham. Only one has the range of services we require. Nearest Coop branch to also be assessed.

## **4. Repairs**

a) The cracks to top floor balcony seals Issues reported in January are now being addressed on schedule. However, serious concerns were raised over the standard of work to the seals on the 'upstands'. All examples should be photographed and reported to LBS. Quality issues to be addressed at next estate inspection on May 21st. All balcony remedial work to be closely monitored for effectiveness.

b) Waste outlet junction failure has been reported at flat 7. As predicted to LBS staff less than a month ago.

c) Rubbish Skips. Juniper now has 4 skips again in the northern bay.

d) Efe and Dave have been contacted regarding Juniper proposal to source independent quotes for servicing selected exterior drainage cabinets.

Awaiting response. Matter to be raised at next site inspection May 21st

e) Leaseholders encouraged to hold meeting to exchange experiences, and report to TRA for support. 30A available.

f) Damp survey agreed in January to be revived if possible in order to monitor effects of recent remedial works.

g) Kemi given information on reporting damp via LBS website.

Urged to report progress and provide feedback on negotiations with landlord.

## **5. Cleaner Greener Safer Grant.**

### **a) Grant result.**

Tree application successful. Other applications rejected, but other sources of funding and support remain open for investigation.

### **b) Consultation form issues.**

We have had no feedback yet on the results of the consultation. Secretary to email CGS team.

## **6. Other Business**

a) Summer Barbecue. 21/07/2024

b) Garden Day May 5th

c) Crocodile Structures to visit on 29th April for community-centre quote.

e) Information requested from meeting for support groups for refugees enduring housing problems.

## **7. Next Meetings.**

a) **TRA.** 29/05/2024. Flat 30A 7.30pm.

b) **Annual General Meeting.** 25/06/2024. 30A 7.30pm.

# Minutes • Juniper T.R.A. Meeting #66 • 28/03/2024 • flat 30A

1. **Present.** Coralie Allison (Treasurer), Phoebe Eustance (vice-chair). Rob Kenyon (Secretary). Jess Oglethorpe, Rhiannon Rafferty, Jaki Wilford (Chair)

2. **Apologies.** Tim Burrow.

3. **Approval of Previous Minutes.** Minutes of meeting #64, 29/02/2024 approved.

4. **Matters Arising from Minutes.**

a) Battery recycling. Secretary reported that there were several battery recycling centres nearby. To be listed in newsletter. A free recycling bin is available, but further investigation is needed into a suitable site.

5. **Finance.**

a) No transactions in last month.

March Balance: **£32,861.24**

b) Coralie now formally accepted by Metrobank as Treasurer. However, online banking not quite functioning yet.

c) Various alternative banks were mentioned. Considered decision to be made in due course.

6. **March 19th Estate Inspection.**

a) The cracks to top floor balcony seals reported in January were inspected. The most urgent work has been partly completed. Dave Lea considered that the job will require further visits. Dave expected wider balcony works to begin within a month.

b) Top floor gulleys are now clear. This item to be regularly monitored.

c) Rubbish Skips. Efe was asked again to investigate the sudden shortage of rubbish skips.

d) Significant fractures were found under walkway kerbstones in the forecourt. Dave Lea marked for attention.

e) Waste outlet junction failures were reported to Efe and Dave. Accessible cabinets were inspected and displayed typical states of erosion, disrepair and potential failure. The disastrous consequences of these repeated failures were clearly outlined to the LBS officers, and the case made for maintenance to prevent future misery and expense. The response was that LBS does not have a maintenance program. Components will only be attended to *after* they fail.

The meeting discussed the possibility of sourcing a private contractor to service the most degraded cabinet units, and a building surveyor to assess the estate pipework. Matter to be discussed at next estate inspection.

Proposal.

***'This meeting authorises action to source quotes for servicing selected exterior drainage cabinets at Juniper House.'***

Proposed Chair. Seconded. Vice Chair. Vote. Unanimous.

f) Efe was informed that the gas company had been in touch with the TRA for keys to the staircase service cabinets, and asked if access could be enabled by LBS. Efe stated that LBS had no contact with service companies.

g) Dave Lea saw no problems with opening one section of fence to enable access from the Ball Court area to the round table-seat.

7. **Repairs.**

a) Flat 66 damp persists, especially visible from outside on corner of bedroom.

b) Flats 2, 7, and 12 still not dry after front-cabinet flooding in winter, making it difficult to identify additional possible sources of damp.

8. **Cleaner Greener Safer Grant.**

a) Grant result.

Tree application successful. Other applications still awaiting decision.

b) Consultation form issues.

The consultation form for the installation of security lights and rainwater butts was shown to the meeting and the correct method of completing it discovered.

9. **Next Meeting.** 25/04/2024. Flat 30A 7.30pm.

## Juniper T.R.A. Meeting #65 • 29/02/2024 • flat 30

**1. Present.** Coralie Allison (Treasurer), Rukayat Basaru. Tim Burrow. Rob Kenyon (Secretary). Paul. Rhiannon, Cherrie Stevens. Jaki Wilford (Chair).Pati Yeboah.

**2. Apologies.** Phoebe Eustance. Jess Oglethorpe.

**3. Approval of Previous Minutes.** Minutes approved.

**4. Matters Arising from Minutes.** Grant updates under Other Business.

**5. Finance.**

**a) No Activity**

Balance carried forward. £32,861.24

February Balance. £32,861.24

**b) Bank red tape.** One more round of paperwork needed. Hopefully by next meeting..

**6. Repairs.**

**a) Water Ingress Update.** The secretary reported the decision by LBS Interim Housing Director to complete the repairs to faulty walkway surfaces. As in the email of **February 7th** from Cllr Gavin Edwards. (See Juniper News #165). There has been no news yet on the key issues of when the work will start and who will pay for it.

Leaseholders are especially advised to meet as a group to discuss their situation.

**Individual Reports**

**b) Under legal pressure,** LBS have agreed to re-investigate the source of the damp from above flat 14 and to undertake all repairs required.

**c) Tim (F13)** reported that an independent surveyor acting for a possible buyer had confirmed water ingress from above consistent with that experienced in several other flats on the same floor.

**b) Horror stories from flats 17, 12, 7 and 2.**

Rukayat, Pati and Rhiannon reported that the drainage junction in the cabinet of flat 17 had failed, releasing kitchen and bathwater into the cavity, and flooding every flat underneath right down to the ground floor. Ceilings collapsed, sinks and bathrooms became unuseable and the lives of four families made miserable for months.

The failed component in flat 17 has been repaired, but LBS will not repair internal damage until flats are dry, which will mean more misery for 10 children.

Use of Juniper electric clothes dryers was offered, and access to 30A for drying purposes.

Flat 12 is additionally affected by the same kind of damp in flat 13 and 14.

The secretary reminded the meeting that exactly the same situation occurred four years ago when all the flats below flat 42 were flooded. The domestic drain junctions have never been properly serviced, and are now all failing together.

**action.** Secretary to raise at Estate Walkabout.

**d) Rubbish Skips.** Residents Services Officer to be questioned over missing rubbish skips

**7. Other Business.**

**a) Grant Progress.** Assessment Meeting March 11..

**b) Cherrie** enquired whether there was a recycling service for batteries which Juniper could use.

Secretary to investigate.

**c) Crocodile Products** have been in touch to organise a site visit with a view to providing the first quote for a garden community space.

The secretary requested permission from the meeting to arrange a date. Permission granted. Date to be shared to community.

**8. Block Security**

**a) The meeting** was informed that suspect individuals known to the block are also known to other estates. There is more video footage of them.

Random police bicycle patrols are happening.

**b) A discussion** of the idea of mass CCTV coverage at Juniper was rapidly moderated by the likelihood of serious safeguarding issues. LBS to be consulted.

**9. Date of Next Meeting. 28/03/2024. 7.30 Flat 30A**

# Juniper T.R.A. Meeting #64 • 11/01/2024 • flat 30A

**1. Present.** Coralie Allison (Treasurer), Karl Bolingbroke. Rob Kenyon (Secretary). Cherrie Stevens. Jaki Wilford (Chair).

**2. Apologies.** Tim Burrow. Phoebe Eustance. Jess Oglethorpe.

**3. Approval of Previous Minutes.** Minutes approved.

**4. Matters Arising from Minutes.** See Repairs.

## **5. Finance.**

### **a) Activity**

Balance carried forward. £32,960.50.

December. Zurich Insurance. £ 99.31

January Balance. £32,861.24

**b)** Meeting with Metrobank to formally change account address and signatories still pending. Tim and Coralie to organise. Serious discussion on future banking arrangements required after the current administrative mess is untangled.

## **6. Repairs.**

**a)** The chair explained 'Repair Orders', which might be used against LBS to remedy the damp ingress.

Under a Statutory or Mandantory Repair Order the landlord must carry out repairs where failure to keep installations in working order affects either the dwellings or common parts of the building that the residents are entitled to use. As in our case.

**b) An examination of the balconies** and walkways on January 5th revealed widespread failure of the surface seals, many with plants growing in the cracks. Rain was also observed dripping through the underside of the top balcony near flat 20 and at other sites on the same floor. Metal light-fittings are rusting - a clear sign of water ingress.

**c) Extreme ponding** on the top floor is caused by persistently unblocked gullies. Unable to drain away, this rainwater then uses the cracks in the surfacing to penetrate the concrete structure of the building. To be raised at the next estate walkabout.

A package of images has been sent to LBS as further material evidence in support of our case.

The evidence-gathering survey of the block agreed at the last meeting to proceed as soon as possible.

**b)** Damp reports. Flats 9 and 39 (hallway). Damp also reported below flat 17 from decaying drain junction box (front cabinet).

**c) Rubbish Skips.** There are only two skips in the chamber near the entry to Juniper. There used to be at least four. To be raised at the next estate walkabout.

**d) Forecourt Drains.** Constant blockages to be raised with Area Management and Cleaning Team.

## **7. Other Business.**

**a) Grant Progress.** Reminder sent to LBS grant officer regarding action on 2023 projects and 24 applications. No reply as yet.

**b)** The meeting authorised costings for an extending garden ladder to be brought to the next meeting for consideration.

**c)** Tree in border near Flat 2 reduced succesfully.

**8. Date of Next Meeting. 29/02/2024. 7.30 Flat 30A**

## Reconvened Juniper TRA Meeting #63

7.30pm • Thursday • 23/11/2023 • flat 30A

**1. Present.** Coralie Allison (Treasurer), Karl Bolingbroke. Tim Burrow. Phoebe Eustance. Rob Kenyon (Secretary). Jess Oglethorpe. Jaki Wilford (Chair).

**2. Approval of Previous Minutes.** Approved.

### **3. Matters Arising from Minutes**

#### **a. Proposal:**

*'This meeting agrees to renew the Juniper Safeguarding Document first signed on 24/09/2019.'* Proposed: secretary. Seconded Chair. (This document has to be re-affirmed regularly to retain our funding status.)

Passed Unanimously.

Document signed. Coralie and Jaki agreed to remain in post.

### **5. Finance**

#### **a) CGS Grant update.**

Proposal: 'This meeting approves the following applications to Cleaner Greener Safer Capital Programme 2023-24:

i) 2095856 (Garden Den)

ii) 2095945 (Replacement trees)

iii) 2102761 (Granite block clear-up).'

Proposed Secretary. Seconded Chair. Passed (1 abstention).

#### **b) Treasurer Report.**

No transactions.

**Balance CF: £32,960.50**

### **6. Repairs.**

**a)** A new bulge in the underside to the walkway above flat 19 has developed. This is a repeat of the case reported on the same floor between flats 65/66 last February.

A 'Mandatory Repair Order' may be needed to make LBS take action. To that end a general damp survey of the block is needed to provide evidence of the scale of the problem.

Doorstep canvassing to begin as soon as possible.

**Action.** Coralie, Tim, Karl and Rob authorised by the meeting to represent the TRA.

### **7. Date of Next Meeting. 11/01/2024**



**Minutes • Juniper House Tenants & Residents Association**

**General Meeting #61 • 7,30pm • 05/09/2023**

**Flat 30A Juniper House.**

**Present.** Coralie Allison (Treasurer), Tim Burrow. Simon Jones. Rob Kenyon (Secretary). Vanesa Strydom . Jaki Wilford (Chair). Proxy votes: Lisa McLean.

**1. Apologies.** Phoebe Eustance, Jess Oglethorpe.

**2. Approval of Previous Minutes.** Minutes of Annual General Meeting #8 Minutes approved.

**3. Matters Arising from Minutes.**

Parking (9). The Chair has visited Queens Road Fire Station to discuss the congestion of Pomeroy Street. Their response is expected soon.

**4. Constitutional Amendment**

Proposal:

'This meeting agrees to amend the Constitution of Juniper House Tenants & Residents Association to introduce Proxy Voting as specified by the Cooperative and Community Benefit Societies Act 2014.'

Proposed, Secretary. Seconded, Treasurer. Carried Unanimously.

**5. Repairs.**

A resident reported that the Regeneration Damp - which LBS claimed to have treated - has returned.

The meeting was informed that a legal case about this problem was succesful.

LBS has no defence.

**6. Finance.**

Latest Closing Balance. £33,445.75.

August cheque for sportsday. £ 80

**7. Garden.**

Cleaner Greener Safer Grant Applications 2024.

**a) Trees.** The meeting decided to use the CGS grant to replace trees recently felled in the front border. Ideally one Plane, one Juniper and one Cherry. LBS to be consulted for advice.

action Tim.

**b) Garden Clubhouse.**

action: secretary.

**8. Date of Next Meeting.** October 10th. 7.30pm. 30A Juniper House.

**Minutes • Juniper House Tenants & Residents Association**  
**Reconvened Annual General Meeting#9 • 7.30pm • 20/07/2023**

**Flat 30A Juniper House.**

Present. Gula Abdullah (arrived 8pm). Coralie Allison (Treasurer), Karl Bolingbroke. Tim Burrow (Zoom). Phoebe Eustance. John Harty (left before vote on item 3). Rob Kenyon (Secretary) Mina Mileva. Jess Oglethorpe. Jaki Wilford (Chair). Proxy votes: Lisa McLean and Zeba Mohebeadali. S.G.T.O. Ahmed Kabba.

1) Apologies. Vanesa Strydom.  
 2) Minutes of the Last AGM. Approved . Minutes of this meeting to be approved at next scheduled Juniper meeting.

3) Proposal: 'Ths meeting accepts the submission and validity of proxy votes at this meeting, as specified in the Model Rules published by Co-operatives UK.'

Discussion. The secretary reported that various residents had requested a Proxy system for voting at meetings. Complete forms were presented by Lisa and Zeba.  
 Karl enquired whether Proxy voting might be open to abuse. The secretary informed the meeting of the conditions of the system, including the restriction of a maximum of 2 residents per nominee. Proxy voting is in widespread use, and encourages involvement by residents unable to attend meetings.  
 The secretary cited the relevant section of Cooperatives U.K Model Rules and urged that it be incorporated into JHTRA Constitution as soon as possible.  
 Proposed Secretary. Seconded. Treasurer.  
 Voting. For. 8. Against 0. Abstentions. 1.

4) Presentation of Accounts  
 Proposal 'This Meeting accepts the 2021-22 Accounts of Juniper House Tenants & Residents Association as a true record of its finances during the past year.'  
 Proposed. Treasurer. Seconded. Secretary.  
 Voting. For. Unanimous.

5) Appointment of Auditors  
 'Proposal: 'This Meeting authorises the continued use of Southwark Group of Tenants Organisation to oversee Juniper accounts for the year 2023-2024.'  
 Proposed. Treasurer. Seconded. Secretary.  
 Voting. For. Unanimous. .

6) Annual Reports  
 a) Finance.  
 Balance at Oct 1 2022. £32,367.06  
 Income. LBS grant. £1300.00  
 CB. £33,667.06  
 Expenditure Oct '22 - to date.  
 December. (Sport ) £120  
 (Insurance. £99.31  
 March (Sport) £160  
 April (Sport) £120  
 May (Coronation Grant) £438

June (Sport) £80  
 Balance £33,525.78

b) Secretary Report  
 The succesful Cleaner Greener applications for garden lighting and rainwater butts are being processed by LBS and should be delivered by Christmas.

However the Garden Clubhouse project was delayed due to the fact that the decisive meeting (#59 in April) was inquorate, which raised the issue of involvement levels, and how to improve them.

The size of the Reserve fund is now imposing an uneasable burden of responsibility on the officers of the TRA..The meeting was urged to spend the Reserve Fund as soon as possible, within the terms of the agreement.

**Surrender of Chair**

Assumption of Chair by Ahmed Kabba of Southwark Group of Tenants Organisation.

7) Election of Officers  
 a) Chair. Jaki Wilford. nominated Mina Mileva. Seconded Jess Oglethorpe. Passed unanimously.  
 b) Vice-Chair. Phoebe Eustance. Nominated Rob Kenyon. Seconded Jaki Wilford. Passed unanimously.  
 c) Secretary. Rob Kenyon. Nominated, Jaki Wilford. Seconded Phoebe Eustance. Passed unanimously.  
 d) Treasurer. Coralie Allison. Nominated, Mina Mileva. Seconded, Jaki Wilford. Passed unanimously.  
 The meeting offered a vote of thanks to Cherrie Stevens for her long service as Vice Chair.

**Assumption of New Chair**

8) Proposals  
 a) 'This meeting authorises further investigation by the committee into the erection of an all-weather community space for the common benefit of all residents.'  
 Proposed. Secretary. Seconded Chair. For 9/11. Abstentions 2.  
 b) 'This meeting authorises the committee to select an option for a garden clubhouse, to be presented to the next general meeting for approval.'  
 Proposed. Chair Seconded. Vice Chair For: 10/11. Abstentions. 1.

9) Pomeroy Street Parking  
 Investigations by Residents strongly suggest that a Restricted

Parking Zone (RPZ) in Pomeroy street would eventually lead to parking charges for all residents.

10. Other Business. Summer Event Dates.  
20th August. Sportsday.

2nd September. Sportsday and Barbecue.

11) Date of Next TRA Meeting. 05/09/2023

**Juniper House Tenants & Residents Association**

**Annual General Meeting #9 Minutes • 7.30pm • 29/06/2023**

**30A Juniper House • Zoom. [www.us02web.zoom.us/j/9283736098](http://www.us02web.zoom.us/j/9283736098)**

**meeting INQUORATE**

A discussion took place with Ahmed Kabba of SGTO who recommended inducements such as gift vouchers for attendance. This was agreed for the reconvened AGM to the sum of £125. Please bring any objections to the meeting.

1. Present.

Coralie Allison (Treasurer), Rob Kenyon (Secretary), Jaki Wilford (Chair), Tim Burrow (Zoom), Ahmed Kabba (SGTO)

2. Date of Reconvened AGM. 20/07/2023. 7.30. 30A Juniper House.

## Juniper House Tenants & Residents Association

Meeting #60 Minutes • 7.30pm • 27/04/2023 • 30A Juniper House

### meeting INQUORATE

Of those present, only the Chair, Treasurer and Secretary counted towards the required minimum quorum of four.

A discussion took place with the Youth Group, Cllr Edwards and Mr Blade on the Garden Clubhouse proposal.

#### 1. Present.

Coralie Allison (Treasurer), Donatello Allison-Vasconcellos. Rob Kenyon (Secretary). Kaitlyn McGelligot-King, Abdullah Mohebeadali, Jaki Wilford (Chair), Cllr Gavin Edwards. Deano Blade

#### 2. Quotes

Residents present agreed informally to bring sample quotes for suitable products to the next meeting for consideration.

#### 3. Alternative options

As a more creative, permanent and ecological alternative to the retail products opposite, Deano and the secretary agreed to provide concepts, costings and/or sketches of a custom, Juniper-commissioned structure, for consideration by the residents.

#### 4. Juniper Permission.

If completed, this will be the most expensive single project that Juniper House Tenants and Residents Association has funded. As such it needs a full general meeting of the Association. According to our constitution, at least 6 flats must be represented, and only one vote per household may be counted. Unfortunately, those under 16 cannot vote at Association meetings.

The next meeting is the Annual General Meeting, and it will be essential to make progress then if the project is to be completed on schedule by the end of the school holidays.

5. Newsletter. To promote attendance at the Annual General Meeting - especially given the effort that the youth team have put into their project.

# Juniper House Tenants & Residents Association

## Meeting #59 Minutes • 7.30pm • 28/03/2023 • 30A Juniper House

**1. Present.** Coralie Allison (Treasurer), Alfredo Allison-Vasconcellos. Donatello Allison-Vasconcellos. Rob Kenyon (Secretary). Alex McClean. Kaitlyn McGelligot-King, Abdullah Mohebeadali, Jess Oglethorpe, Cherrie Stevens (vice-chair) Jaki Wilford (Chair),

### **2. Approval of Previous Minutes**

Meeting #57 minutes approved.

### **3. Juniper Youth Deputation.**

a) Since the last meeting, a group of young Juniper residents have made approaches to management members to request the purchase or construction of a den or shelter in the garden, to be used as a social space. This is a repetition of similar proposals over the last 4 years. The group were assured the item would be included in the agenda for this meeting, and were asked to submit drawings and 3 separate quotes for what they had in mind. The following initial quotes for similar products were presented to the meeting.

'Dunster Sheds' £3,500

Flo-log cabin £6,500

Tiger Sheds £1,500.

The delegation was congratulated for its prompt action. It was felt that the quotes should be checked to see if essential features such as weatherproofing are included in the price or come as optional features.

The delegation was also informed that many structures of this type are fairly complex self-build systems, which might be difficult for Juniper residents to erect.

It was felt that a wider range of designs should be investigated and brought to the next meeting.

LBS permission for the structure will be needed. This will require precise details of size, site, safeguarding and use.

The Chair and Treasurer suggested that we might consult local schools and adventure playgrounds for advice on designs and materials.~

b) The delegation requested that they might be allowed to use 30A for social use, as during the last Summer holidays. The meeting agreed in principle subject to the usual safeguarding conditions.

The Chair assured the delegation that their project would be given full support, and that it would be presented for approval

to the TRA when complete.

action. Further options to be sourced, and discussion to continue about siting.

### **4. Building & Maintenance**

#### **a) Estate Walkabout**

(With Efe Urubusi of LBS). Extensive ponding was reported on the top floor, with widespread occurrence of blocked or uncleaned drains on all walkways. When asked, Efe stated that he believed the walkways were cleaned 3 times per week, but said he would check.

The meeting did not believe the walkways were cleaned 3 times per week.

b) Drain Problem. Efe was urged to send a letter from LBS to all residents encouraging responsible use of the drainage system.

c) Balcony surface failures. The situation at present is that the work on the surface failures between flats 40 and 66 are with LBS Repairs. Efe could provide no date for the work.

d) Garden Playhut. Efe was consulted about acquiring a small structure for the garden, and two sites were examined. The project must get approval from LBS..

### **5. Finance**

a) Balance carried forward:	£33,407.75
Feb.	£00 .00
March. (sports day)	£ 120.00
Current	£33,287.75

b) The bank has finally provided Tim with the correct paperwork to enact the transference of the post of Treasurer to Coralie. The next step is a meeting of Tim and Coralie with the bank.

c) We should seek more advice from SGTO regarding banking and general spending practice.

### **6. Social Report**

a) Adult art workshop by Jess. Image and text to secretary for newsletter. Dates to be confirmed and shared via WhatsApp group.

b) Simple Repair Workshop by Cherrie.  
April 15th. 12-3pm. 30A.

### **7. Garden and Ball-court**

a) Garden shelter update above.

### **8. Date of Next Meeting. 27/04/2023**

# Juniper House Tenants & Residents Association

Meeting #58 Minutes • 7.30pm • 21/02/2023 • 30A Juniper House

**1. Present.** Coralie Allison (Treasurer). Rukayat Basaru. Karl . Bolingbroke. Rob Kenyon (Secretary). Jaki Wilford (Chair).

## **2. Approval of Previous Minutes**

- a) Karl's enquiry at the last meeting over Thames Water works in December 2022 to be added to the minutes.
- b) Rest of Meeting #56 minutes approved.

## **3. Building & Maintenance**

**a) Balcony surface failures.**

The extensive surface failure to the top walkway reported to LBS by Phoebe.

The situation at present is that LBS Repairs and contractor A&E Elkins are in discussion over the terms of the guarantee for the work.

- Jaki (14) reported that she had been included in an email from Chris Ayton (LBS Contracts Manager) to Cllr Gavin Edwards in response to Juniper reports of failures to surfaces.

In this mail, C.Ayton seems to attribute the problem to blocked drains. And reports that the flat above (19) was visited last year, when a blocked balcony drainage pipe was noted, and the surface relaid.

Karl denied that his outflow pipe was blocked, otherwise why would LBS have resurfaced the balcony?

- Phoebe (66) reported a recurrence of the same kind of internal damp reported last year.
- Rukayat (17) reported that her balcony door problem is still unresolved. LBS operative merely photographed the mold and offered 'arbitration'.

The meeting suggested that we

- i) ascertain the trade name of the surface material used during the MajorWorks and when the final guarantee expires..
- ii) Urge LBS to conduct an inspection of window frame seals.
- iii) Leaseholders might consider a group meeting with a view to collective action.
- iv) Karl enquired whether there existed any conflict of interest in the chair taking personal legal action against Southwark Council. The meeting knew of none.

All residents to be encouraged to save all repairs-related correspondence with LBS.

**b) Drain blockages.**

Nat and Ana experienced a massive, disgusting drain blockage. LBS plumbers found unsuitable material in sewer pipes.

Newsletter to circulate general guidelines for drain use. Resident Area manager Efe Urubusi to be approached as intermediary with residents.

**c) Roof contract.** The recently circulated section 20 notice warned future roofing works at Juniper to A&E Elkins. Concerns were raised with LBS officers and councillors. No response as yet.

## **4. Matters Arising from Minutes**

- a) All surplus Xmas Swap-Shop items to be donated to Sense in Peckham.
- b) Secretary to contact LBS tree officer.

## **5. Finance**

**a) Balance carried forward: £33,407.75**

**b) No news yet from Tim re bank meeting, but expected soon.**

**c) No progress of pre-payment card. Seems impossible given or stringent requirements.**

## **6. Social Report**

**a ) Peter Dacres Sports night.**

Proposal: 'Peter to be employed for a further session at £60/hour' Proposed Chair. Seconded.treasurer. Passed unanimously. Next sports night: 10/03/2023.

**b) Adult art workshop by Jess.** Details to be forward to secretary soon.

## **7. Garden and Ball-court**

**a) Garden shelter update.**

Contact by George Coombes, LBS Tenant & Homeowner Involvement Officer, to the secretary led to a discussion over how Juniper might spend its legacy fund.

Discussions about the feasibility of an indoor space in the garden were under way before Covid.

The secretary requested permission from the meeting to revive dialogue with LBS with a view to presenting detailed proposals to the Annual General Meeting in June. Granted.

**Date of Next Meeting. 28/03/2023 .8**

## Minutes • Juniper TRA Meeting #33

7.30pm • Wednesday • 19/08/2020

<https://meet.jit.si/JUNIPERMEETINGS>

**1) Present.** Jaki Wilford, Lloyd Trott, Coralie Allison, Tim Burrow. Rob Kenyon. No apologies. Tim communicated through chat function.

**2) Approval of Minutes.** The minutes of Meeting #32 (28/07/2020 ) were approved.

### 3) Matters Arising

**a) Security.** Report from Jaki of crime scene on 31/07/2020. Police were called and advised us to report every event in order to become eligible for added security spending by LBS.

Lloyd and Jaki reported additional sightings to the meeting.

#### **b) Finance.**

i) Secretary did call John McCormack call who was about to go on holiday, but would liaise with Louis Rotsos on the issues we raised. Waiting to hear back then.

ii) Invoices for office expenses forwarded to Tim.

lii) Trade accounts to be sourced for office supplies.

iv) The indecisive discussion from the last meeting on donations to the Field was concluded by an update from the Chair on the current state of the Field's finances. Their grant has been delayed and they are now crowdfunding to maintain services. The Chair then withdrew from the discussion due to personal involvement.

Lloyd proposed that Juniper make one more payment of £200.

Tim sought clarification on what services are provided. The Chair stated that there were three deliveries per week from different sources via the Field which were then allocated to Juniper residents. She would provide paperwork from the Field at a future meeting.

*Proposal:*

**'Juniper TRA agrees to donate a one-off payment of £200 to 'The Field' for their services to the Juniper Community'.**

Proposed Lloyd Trott. Seconded: Coralie Allison. For 4. Abstentions 1.

**c) Scaffolding.** There is still no response from anyone at LBS. Nobody seems to know anything about it. People seen on it during the day recently. Rumours of repairs to roof above 21.

### 4) Finance

Nothing to report until LBS report back with advice on legacy Fund options.

### 5) Building & Maintenance.

**a) Internal Damp inspection.** Flat 13. LBS agreed the damp was caused by the balconies above.

The Inspection team needed to gain access to flat 18 above but were unable to.

Tim agreed to forward his the repair contact details her has been using to Rob for general circulation.

**b) Water Cut-off.** The meeting could not recall another occasion when the water supply was cut for an entire day for plumbing work in one flat. No responses to queries made to LBS.

### 6) Social

**a)** Given the possibility that the Winter will increase the degree of isolation felt by some residents, it was suggested to the meeting that the Juniper Jitsi channel be declared open to all as an informal chat-room. Residents could simply log in the usual way at an agreed time at <https://meet.jit.si/JUNIPERMEETINGS>

**b) Use of 30A.** The library and other possible uses are still being hampered by LBScurrent inability to issue clear guidelines. The secretary was in favour of offering booked individual use to single households, as per Government Guidelines, but informed the meeting that as yet no requests had been made for books through the formal process.

#### **c) Educational Support.**

Tim. Many flats are over-crowded, so 30A could offer much-needed quiet homework space for some.

Jaki. In favour of the TRA investing in either tablets or suitable laptops for study purposes.

Coralie. An appeal for useable hardware and expertise to be made in the next newsletter.  
When use of the space is clarified, the TRA to start detailed discussions on educational project.

## **7. Garden & Ballcourt**

# Minutes • Juniper TRA Meeting #32

7.30pm • Tuesday • 28/07/2020

<https://meet.jit.si/JUNIPERMEETINGS>

**1) Present.** Jaki Wilford, Lloyd Trott, Coralie Allison, Tim Burrow. Rob Kenyon. No apologies.

**2) Approval of Minutes.** The minutes of Meeting #31 (30/06/2020 ) were approved.

### **3) Matters Arising from Minutes.**

- a) Lloyd reported that the footseps in the loft had ceased, and the damp from the roof seemed to be remedied.
- b) First impressions are that there had been fewer sightings of loiterers since the dialogue with local police. All residents should report immediately to 101 as a matter of routine. This would greatly help to qualify us for LBS security support such as CCTV or entryphone systems.

### **4) Finance.**

**a) Legacy Fund Options.** Thanks to Aft for research into savings bond options. Final decision to be taken after full consultation with LBS.

The secretary reported that LBS Tenant & Homeowner Involvement Team Leader **John McCormack** has clarified the following issues:

**i).** The £15000 eligibility limit for LBS direct finding still applies. Meaning that our usual maintenance grant is no longer available.

But

**ii)** We will be able to apply for grants from September to cover our current range of routine expenses. Probably more

**iii)** We will still be eligible for free accountancy services via LBS.

When he gets back from leave, **JMcC** will be discussing with Louis Rotsos our needs for the Legacy Account, and other issues such as CCTV effectiveness, and how Covid 19 might influence earlier TRA spending proposals, and get back to us.

**c)** Cheque for £200 to *The Field* handed received with thanks. The organisation is now applying for a £10,000 grant extension. At present, working with '*Pie&Mash*' and *Covid Mutual Aid*, *The Field* is helping feed 900 local people.

**d)** Office invoices for paper, toner and colour newsletters to be forwarded to Tim.

**e)** Trade accounts. Secretary to unearth application for credit account with Staples to assess suitability for our needs.

### **5) Building & Maintenance**

**a)** Still no response to request for information regarding insecure scaffolding.

**b)** LBS supposed to be inspecting damp patches in F13 on 29/07/2020. Flat 14 to be mentioned.

**c)** Fencing with Astbury Road now complete.

**d)** John McCormack sees no objection to Juniper independently commissioning tree work.

### **7) Social Report**

**a) Chris Campbell** of LBS visited to inspect site for bike hutches awarded under Cleaner Greener funding. 3 sites gained preference:

**i)** Gable end of Astbury Road house.

**ii)** Vacant space next to Coll's Road and electricity sub-station near flat 1.

**iii)** Concrete area next to Ball-court.

**C.C.** To get back and begin full consultation process. Preference will be given to residents.

**b)** Lloyd raised the possibility of a larger donation to The Field.

During discussion on this issue, the Chair became suddenly unconscious on-screen, and the meeting broke up in some disarray while an ambulance was called.

### **8) Garden & Ball-Court Use**

N/A

### **9) Date of Next Meeting**

N/A

# Minutes • Juniper TRA Meeting #31

7.30pm • Tuesday • 30/06/2020

<https://meet.jit.si/JUNIPERMEETINGS>

**1) Present.** Jaki Wilford, Lloyd Trott, Coralie Allison, Rob Kenyon. No apologies.

**2) Approval of Minutes.** Minutes of the meeting 09/06/2020 approved.

### **3) Matters Arising from Minutes.**

**a) Library.** No requests for books as yet, and LBS are still opposed to any use of the studio as a library. Any loans will therefore have to be included in the Thursday night grocery deliveries.

Coralie pointed out that bookshops were open, and suggested we demand that LBS reconsider after the July 4 pub re-opening.

To break the ice, a selection of books to be offered to selected families.

#### **RK & CA to liaise.**

The library will need a supply of *Librafilm* if it succeeds.

### **3) Financial Report.** Treasurer absent (Tim)

a) 'We Support Housing' to be contacted professionally for advice on management of Juniper Legacy Fund.

### **4) Building & Maintenance.**

**a) Leak from loft overflow above flats 73/68/63/58/53 reported.** No action as yet by LBS.

**b) Insecure fencing.** LBS still not prepared to repair damaged fencing near entrance gate or fill gap in existing fence on boundary wall with Astbury Road.

LBS Handyperson Department to be contacted to quote for emergency work. Permission to be sought from LBS for work to commence, and full recompense to be sought from LBS for filling their budget gap.

**c) Roof.** Lloyd reported that recent repair has survived the recent wet weather.

There had subsequently been footsteps in the loft. LBS to be urged to inform residents when work is taking place in the loft-space.

### **5) Social Report.**

**a)** Juniper currently distributing groceries to several households via '[Pie&Mash@The Field](#)' in Queen's Road. In the light of this support to Juniper residents over the last 3 months, and because the original project funding has almost run out:

**'The meeting agreed to donate £200 from TRA funds to further food distribution work by [Pie&Mash@The Field](#). Cheque payable to 'The Field.'**

Proposed: Lloyd Trott. Seconded Coralie Allison.

Voted: 3 for – 1 abstention (Jaki Wilford, for long-standing link to The Field)

### **6) Garden Report.**

**a) Border of flat 53 cleared and ready for plant donations.**

**b) Autumn Coppicing.** Must be commissioned now since there has been no response from LBS or serious hope of help with this work. 3 new quotes to be sourced.

Possibles: London Wildlife Trust, 'Trees for the City' RuskinPark, Trust for Urban Ecology.

**c) Grass.** Coralie attended online conference with an LBS councillor who was very keen on creating wildlife grasslands.

CA to contact for advice or possible visit.

#### **Gardening Day. 11/07/2020.**

**7) Other Business.** The secretary reported that all minutes, newsletters and other archives were kept updated on the website. ([www.junipercommunity.wordpress.com](http://www.junipercommunity.wordpress.com))

**8) Date of Next Meeting. 7.30 pm. 28/07/2020. <https://meet.jit.si/JUNIPERMEETING>**

**minutes • juniper tra meeting#30 • 09/06/2020**  
**<https://meet.jit.si/JUNIPERMEETINGS> • 7.30pm**

**1) Present.** Jaki Wilford, Tim Burrow, Coralie Allison, Rob Kenyon. No apologies.

**2) Approval of Minutes.**

The minutes of the previous meeting were approved.

**3) Matters Arising from Minutes.**

**a) Ball-court:** permission to be sought from LBC to implement a Household Booking system.

TB and CA have spare padlock keys. Coralie volunteered to manage a 1 month trial.

Goalposts and door mechanism to be sterilised before & after use.

Residents to be notified via application forms as well as via email and social media.

b) Library: All items to be sterilised and quarantined between loans.

Appeal for stock in next newsletter.

LBS to be consulted.

c) **CCTV.** LBS contacted for advice but still no response.

It would be possible to use existing electricity points for the old gates to power cameras and entrance lights. Lighting could be a good candidate for the next round of Cleaner Greener Safer grants.

**4) Financial Report.**

Tim reported a balance of **£32,446.81**

**a) Banking options for Community Fund.**

i) A secure low-interest easy-access, low-cost deposit account. To fund a major project happening soon.

This was the original intention, but the uncertainties of Covid19 have possibly disrupted any projects involving an enclosed space. In which case the Association might consider an interest-earning Fund or Bursary to fund specified annual awards. This would require constant management.

**action.** options to be researched by Tim and Rob, Rob to seek further advice from LBS.

**5) Building & Maintenance.**

**a) Roof Repairs.**

Lloyd reported that the scaffolding has been removed and the chronic damp problem has apparently been solved.

However there is still no information from LBS as to the nature of the fault.

Secretary to enquire.

**b) Inadequate fencing.**

LBS still insists that to repair the boundary with Coll's Rd would be an 'improvement'.

("The council is unable to approve request because of lack of funding at this time. The request is an improvement and not repairs so the council is not obliged to carry out works. However, request can be explored at a later date funding permitting. ").

This is not a satisfactory response and needs further pressure.

The meeting was informed that the similar kind of fencing near the entrance gate was both obsolete, and falling off the wall. And that there is enough of it to fill the boundary gap with Coll's Road.

The meeting therefore agreed to cost two courses of action.

i) To remove the obsolete fencing by the entrance, and resite it on the boundary wall with Coll's Road.

action: Rob.

ii) To replace the existing fencing with a new, less ugly design.

action: Tim

c) Pramsheds. No response yet on when money will become available for refurbishment.

d) Lifts. Situation needs to be closely monitored.

The meeting agreed in principle to fund emergency measures to secure the perimeter, and to offer to fill the LBS funding gap for this work.

**6) Garden and Ball-court Use.**

Ball-court use discussed under Matters Arising (3a).

**a) Lawn cutting**

There are various complaints from residents about the grounds maintenance.

LBS Grounds Maintenance Supervisor to be contacted with a view to negotiating a new system.

**action:** Garden Group.

**8) Other Business.** Design ideas sought for reconditioned bin-chamber.

**9) Date of Next Meeting.** 7.30.Tuesday. 30/06/2020. <https://meet.jit.si/JUNIPERMEETINGS>

## Minutes • Juniper TRA Meeting#29 • 19/05/2020

[www.meet.jit.si/JUNIPERTRAMAY2020](http://www.meet.jit.si/JUNIPERTRAMAY2020) • 7.30pm

**1) Present.** Coralie Allison. Paul Hood. Owen Wilbrey. Nicola Hayward. Rob Kenyon. Lloyd Trott. Jaki Wilford. (6 households)

**2) Apologies.** Tim Burrow. Aftab Hussain.

**3) Approval of Minutes.** Due to the absence of written advance minutes for all, the record of the meeting on 05/05/2020 was read out and approved item by item. One amendment to (6a) from Lloyd to state that information was provided regarding the dates of scaffold erection and cessation of works.

### 4) Matters Arising

LBS email responses to issues raised at previous meeting:

a) Anti Social Noise: *'This has been noted a block letter will be sent as soon as possible.'*

b) Roof Repairs: *'This has been raised with communal repairs. I am not aware of who erected the scaffolding.'*

Lloyd reported recent movement and noises in the loft space.

Action: To be reported to LBS by Secretary. Lloyd to contact independently with relevant dates and other hard detail.

c) Inadequate fencing with Astbury Road. *'The council is unable to approve request because of lack of funding at this time. The request is an improvement and not repairs so the council is not obliged to carry out works. However, request can be explored at a later date funding permitting.'*

Proposal: Coralie Allison, Seconded Jaki Wilford.

A strongly worded response to be sent to LBS stressing the importance of boundary security at this time. If unsuccessful, to be followed by approach offer of TRA funds to enable work.

Passed unanimously. Action. Secretary.

d) Pramsheds: *'Job raised for the pram sheds. Ref 8811255/1 I can not ascertain when this will be completed given the procedure of prioritising with emergencies.'*

This response does not address the question of occupancy, and whether non-residents qualify.

Further clarification required. Action. Sec.

### 5. Finance

The decision of the previous meeting to deposit the Coop Endowment Fund in a separate account and bank was confirmed.

Action: Committee to source options emphasising security and ethical considerations.

Secretary to consult with LBS.

### 6. Building and Maintenance

a) Lifts. Southern lift (3192 ) reported still working but one nearest Old Kent Road regularly out of action in spite of recent service and refurb. There also seems to be a discrepancy between charges for each. Clarification needed on whether proposed works to Southern Lift are to be surcharged as Major Works.

Action. Secretary to Area Management and Coralie Allison to LBS Leaseholder Support.

b) Lawn. The secretary explained that the current partial cut was largely the result of the partial demolition of the picnic table near flat 1 during cutting. The driver was informed that Grounds Management would be contacted to set a date for the final cut. Action. Secretary.

It was stressed that those in favour of the current area of long grass should help ensure it is kept free of rubbish until cut.

A discussion followed on the practicalities and desirability of creating a dedicated 'meadow' area for part of the year. If such a project were agreed, it would entail sustained action by the Gardening Group. Interested members to report back to future meetings with information. LBS to be consulted over mowing-schedule with a view to maximising benefits to wildlife.

### 7. Social

Lockdown possibilities.

a) Book exchange. Some children have finished reading all the books they have.

Parents at the meeting were prepared to contribute spare books if a practical system could be found for ensuring safe distribution. Interested parties to be consulted.

b) Ballcourt Family Reservation System. The meeting approved approaches to LBS with a view to implementing an hourly system for booking the ballcourt to separate households.

Action. Secretary.

### 8. Any Other Business

a) In the light of recent attacks on residents and thefts of property, the meeting approved research into the viability and cost of a CCTV system for the estate.

Action. Members to source individually and report back. Secretary to contact police, LBS, and our insurance company for advice.

b) Signage. The TRA should commission more laminated signs to deter intruders and calm traffic. Ideas to next TRA meeting.

**9. Next Meeting 09/06/2020**

**1) Present.** Tim Burrow. Aftab Hussain. Rob Kenyon. Lloyd Trott. Jaki Wilford (chair).

**2) Reception-check.** Tim inaudible but able to hear everyone. Communicated through signs and notes.

**3) Familiarisation.** The meeting was made aware of Hand Icon procedure. The icon itself was initially difficult to find.

**4) Matters Arising from Lockdown.**

a) Anti-social Noise. There have been various reports of antisocial noise at different times of day. The newsletter to highlight this problem again. And approaches to be made to LBS for direct action.

All residents urged to continue to report and log events in spite of current LBS inaction.

b) Rubbish dumped on stairwell. Also to be reported to LBS.

**Agenda Items carried forward from inquorate meeting 12/03/2020.**

**5) Approval of Minutes of previous meeting.** The meeting agreed to defer approval to the next meeting - due the trial nature of this meeting.

**6) Matters Arising from Minutes.**

(a) Roof leaks & Communal Repairs.

We have still not had a statement of the nature of the works associated with the scaffolding in place, or their progress. What is the problem, and why the delay?

Lloyd provided information regarding the dates of scaffold erection and cessation of works.

(b) Inadequate fencing with Astbury Road.

People are regularly using the wall adjacent to Astbury Road as access to Juniper. This is even less acceptable at this time. We would therefore repeat a long-standing request for the existing fencing on the wall to be extended across the full length. If LBS will not supply, then Juniper could

action: secretary.

**7) Conclusions on Jitsi platform.** Generally suitable. Approved for use at next meeting.

**8) Financial Report.**

i) Co-op endowment. Administrative implications.

It was agreed that the endowment from Juniper House Cooperative should be transferred to a separate deposit account, preferably with a different bank.

**9) Building & Maintenance.**

The meeting requested clarification of the following issues.

a.) Pramsheds.

Many of these are require treatment to the roofs, and the padlocks issued are rusting badly.

Also, we would like a survey of the stock to establish if any units are occupied by ex-residents, and to know whether that would be a disqualification.

action: secretary.

**10) 10) Social Report**

a) Grant applications.

Tim confirmed that the 12 new Juniper bike-hutches will be exclusively for Juniper residents.

All applicants should register at [www.cyclehoop.rentals/](http://www.cyclehoop.rentals/)

or **Phone: 0208 699 1338**

11) Date of Next Meeting.

19/05/2020 • [www.meet.jit.si/JUNIPERTRAMAY2020](http://www.meet.jit.si/JUNIPERTRAMAY2020) • 7.30pm

## MINUTES

### Juniper TRA Meeting #28 • 16/01/2020

30A Juniper House • Flat 30A • 8.15pm

**1) Present.** Aftab Hussain, Jackie Wilford (vice chair), Tim Burrow (secretary), Paul Hood, Coralie Allison, Cherrie Stevens, Peter Marchetti, Rob Kenyon (treasurer). Jerome Godfrey proxy for Mina Mileva (49). LBS: Martin Kovats. Richard Amoah.

**Apologies.** Lloyd Trott.

**2) Approval of Minutes.** Minutes Approved.

**3) Proposal:**

*'The Juniper House TRA agrees to accept the remaining assets of Juniper House Cooperative Limited and to ringfence these funds for projects that comply with the Coop and TRA's agreed objectives in interest of the Juniper community.'*

Proposed Rob Kenyon. Seconded Jackie Wilford. Passed Unanimously

Martin Kovats and Richard Amoah left the meeting.

**4) Matters Arising from Minutes.**

a) **(5a)** Roof. Efe (area management) to contact Paul Hood (73)

b) Cleaner Greener Safer Grant Application. Coralie to make a presentation at Harris Academy to LBS representatives.

c) Jackie has contacted Queen's Road Fire Station, who are getting back with their assessment of the congestion of Pomeroy Street. Jackie also to report back with details of free parking scheme for forecourt.

**5) Financial Report.**

a) 2019/20 books now with SGTO accountant.

b) Discussion of the possibility of losing next year's grant. No conclusions reached. Item to be prioritised on next agenda.

c) Printer cartridge and paper expenditure request by secretary. Granted.

**6) Building & Maintenance.**

a) Roof leaks & Communal Repairs. The initial responsibility is for residents to log both domestic and communal repairs with LBS. Either on the website, by phone or email repairs@southwark.gov.uk. The more reports the better. The TRA has no power to hasten repairs work.

The LBS position on roof leaks is not clear. It seems to be treating them as domestic issues rather than communal works.

Secretary to seek clarification.

b) Top floor walkways degrading rapidly. Extensive ponding and discolouration.

Item for next Estate Walkabout. Report to Efe Urubusi. LBS.

**7) Other Business.**

a) Police have reported that the forecourt (near flats 53/54/55) is being used to change the number plates on stolen cars.

Residents should report suspicious behaviour to 101, and illegal acts to 999.

Paul suggested investigating the viability of CCTV. To be raised at next meeting.

b) 30A now painted and clean and waiting for new door to be hung.

Still needs volunteers for basic fire and safety training before we can operate fully.

**8) Date of Next Meeting.**

March 12th.

## MINUTES

Dissolution Meeting • Juniper House Co-operative • 16/01/2020

30A Juniper House • 7.30pm

### Present

Aftab Hussain, Wendy Watts, Jackie Wilford (vice chair), George Stables, Claire Palmer, Colleen Williams, Tim Burrow (secretary), Paul Hood, Coralie Allison, Cherrie Stevens, Peter Marchetti, Ali Jayne, Rob Kenyon (treasurer). **LBS:** Martin Kovats. Richard Amoah.

**Proxies accepted by the meeting:** Owen Wilbrey for Nicola Hayward (44). Jerome Godfrey for Mina Mileva (49). Taye Yusuff for Kolawole Yusuff (8).

**1. Apologies.** Lloyd Trott (chair). Meeting chaired by Jackie Wilford

### **2. Distribution and inspection of Instrument of Dissolution.**

Copies of the Instrument, and related documents, were distributed for inspection.

The treasurer gave a brief summary of the implications of Dissolution, stressing that any funds passed on to Juniper TRA could only be used for the general benefit of the community. And also pointing out that the task of running two organisations at once was unsustainable.

### **2. Discussion.**

**Q)** to Richard Amoah (LBS). Would it be possible for Juniper Coop to write a cheque to Juniper TRA as soon as the Dissolution Proposal was passed tonight?

**A)** Yes, with the proviso that the TRA might not qualify to its annual grant if it is deemed its reserves are too large.

### **3. Proposal.**

*'Following the termination of the Management Agreement with Southwark Council in 2015, we resolve to dissolve the Coop following the disposal of all its assets.*

*We agree to transfer all the remaining assets of the Coop to the Juniper House TRA, with the proviso that the TRA only uses these funds to meet the Coop and TRA's agreed objectives in interest of the Juniper community.'*  
*Following the transfer of its assets, the Coop's Management Committee will initiate the formal dissolution of the Coop with the Financial Conduct Authority.'*

Proposed Aftab Hussain. Seconded: Tim Burrow. Passed Unanimously.

**4. Other Business.** The Instrument was signed by all members present. The remaining permissions required to be collected door-to-door. Tim and Coralie volunteered to assist.

Identification distributed on sealed Juniper Coop notepaper.

75% of membership permission required.

There were various expressions of regret that a 40 year era was ended, given the role Juniper House Co-operative played in extending the life of Juniper House, and in providing an example of grass roots community action.

**5. Next meeting.** TBA if required.

## MINUTES. JUNIPER TRA MEETING #27

28/11/2019. Flat 30A. 7.30pm

Present: Coralie Allison (16). Rob Kenyon: secretary (32). Jackie Wilford: chair (14). Cherrie Stevens: vice-chair (39).

**1. Apologies.** Lloyd Trott

**2. Approval of minutes of the last Meeting.** The minutes were approved.

### 3. MATTERS ARISING FROM MINUTES

**A)** Forecourt Safety and Pomeroy Street congestion.

Report on Tim's letter to Peabody (delivered to every flat last month).

Should further action be required, copies of Tim's letter to be sent to heads of borough Emergency Services who have warned us in the past about the problem of Pomeroy Street. Attention should also be drawn to the disproportionate amount of unlicensed, casual commercial parking.

A version also to be sent to all Pomeroy Street residents.

**B)** New Resident Services Manager: Efe Urubusi, efe.urubusi@southwark.gov.uk.

Next Estate Walkabout December 3<sup>rd</sup> 11am. (1<sup>st</sup> Tuesday every month).

Hopefully to coincide with meeting with representative from Thames Water to discuss the installation of the drinking fountain.

### 4. FINANCE.

Treasurer not present and no transactions since the last meeting. But there have been significant advances in attracting LBS support for providing access to Juniper Co-op money by Juniper TRA. Allowing us to dissolve the co-op.

**Report** from meeting with Martin Kovats (**MK**) and Jackie Richards (**JR**) from LBS legal on Transference of Engagements from Juniper Co-op to Juniper TRA.

Tooley Street 27/11/2019. Attending from Juniper: Martin Hughes, Lloyd Trott, Rob Kenyon.

Martin began by informing the meeting that LBS policy on renewables did not favour solar PV installation on housing estates at this time. In time strategies may change.

**1.** MK went through the legal advice i.e. the coop's surplus **can** be transferred either to TRA or LBS as long as FCA satisfied this will meet coop's objects. **'Plan A'**: Assets are transferred directly from the Co-op to the TRA - assuming no punitive

Corporation Tax.

**'Plan B'**: Assets are transferred to LBS, and held until needed then used to pay for project initiative by Juniper TRA.

**2. Juniper Co-op** cannot spend money on an LBS asset. i.e. door entry system or community room. LBS has not recognised the Co-op since the dissolution of the Tenant Management Organisation.

**3.** The TRA has not decided what it wants to use the money for. Residents' priority is to dissolve the coop asap. Residents will hold a meeting of the coop to agree whatever way forward is chosen

### ACTIONS

- MK will talk with relevant department about possibilities of Entryphone systems and community room build.
- MK will check whether LBS happy for the TRA to hold £30K and if so how.
- MK to check to see if there is way of transferring funds through LBS account to TRA.
- JR to liaise with FCA to clarify what will satisfy them.
- Juniper to investigate and agree spending options. And consult with accountants regarding Corporation Tax implications.

**Door-entry** – to get on the door entry programme we will need to show that there is a need i.e. that we are experiencing ASB in the block due to open access. We have to keep a record of incidents.

**Community room** – we will need to go through your Housing Officer who will help you make a proposal for a building. Martin Kovats will let the officer know about our discussion.

**Feedback on discussion with F.C.A within 2-3 weeks.**

### 5. Building & Maintenance.

**A)** No reports from Residents of any additions to the End of Contract Defects List published in Newsletter #85. 15/11/2019.

**B)** Roof leaks reported at flat 73/46/49. Attempts to access roof prevented by interior fire doors being locked. Action: secretary Report to Area Management.

## **6. Other Business.**

**A)** Spending Options. LBS were enthusiastic that our money be spent in the community interest. We have a month or two to agree on a Project Shortlist for investigation.

**B)** 30A Meeting Room. LBS Handyperson to be contacted for Quote to refurbish 30A ready for decorating and recarpetting by Juniper TRA.

Action: Secretary.

**C)** Coralie reported that there is a campaign to prevent Brimington Park becoming a 'Pay to Play' space.

The council's website states: "The proposed new facility

will include a dedicated reception with a controlled entrance. We will look to implement the council's fees and charges for use of the new pitches which will contribute towards maintenance of the facility and staffing costs."

The consultation process for the regeneration is still in progress.

More to follow when there are more details.

## **7. Date of Next Meeting**

16/01/2020

**MINUTES. JUNIPER TRA ANNUAL GENERAL MEETING #6**  
**17/10/2019. Flat 30A. 7.30pm**

**Present.**

Coralie Allison (16). Tim Burrow - treasurer (13). Rob Kenyon - secretary (32). Jackie Wilford - chair (14). Lloyd Trott – chair (46). Aftab Hussain (70) Cherrie Stephens (39). Louis Rotsos, Martin Kovats (LBS)

**1) Apologies**

**2) Approval of Minutes of the Last AGM**

**3) Presentation of the Accounts 2018/19**

(Tim)

A) Expenditure:

Garden tables.	£670.00
Wood preservative.	£54.79
Insurance.	£99.31
Colour Newsletter	£25.35
Balance	<b>£245.15</b>

B) 2020 grant applied for.

C) Copies of 2018/19 accounts to be sent to Louis Rotsos (LBS).

D) Proposal to accept the accounts. Proposed J Wilford. Seconded Tim. Passed unanimously.

**4) Annual Reports**

**Solar Project.**

A) Martin Kovats (LBS) updated the meeting on changes to LBS policy. Solar is now only favoured for new-builds and specifically designed projects. Adaptation of existing housing stock is not seen as practical at the moment. None of the other projects in Southwark have progressed either. Juniper's project was rejected on the grounds of low generation levels and high installation costs.

B) LBS has declared a Climate Emergency, pledging a zero Carbon zone by 2030 which will require a more radical approach than at present.

C) LBS is going to replace estate lighting with LEDs, in order to reduce costs to residents.

D) At present, LBS has very low levels of expertise in managing such projects. In time officers may be appointed who are more experienced with community-led energy initiatives.

**Grant Applications.**

The committee submitted 3 applications to the Cleaner Greener Safer Fund. Each approved at TRA meetings.

A) Garden Drinking Fountain. Awaiting survey by Thames Water and LBS.

B) Cycle Shacks. Waiting lists to be opened when grant

approved.

C) Forecourt Paint.

**Meeting Room**

Free cable broadband has been offered to the TRA, but room 30A is in no state for installation.

Matter has been forwarded to LBS to sort out. Waiting for developments.

**5) Resignation/Election of Officers**

Current officers stood down and Louis assumed the chair.

**Elections:**

Chair: Jackie Wilford.

Proposed Rob Kenyon. Seconded Aftab Hussain. Passed Unanimously.

Vice Chair: Cherrie Stephens.

Proposed Jackie Wilford. Seconded Lloyd Trott. Passed Unanimously.

Treasurer: Tim Burrow.

Proposed Rob Kenyon. Seconded Aftab Hussain. Passed Unanimously.

Secretary: Rob Kenyon.

Proposed Coralie Allison. Seconded Jackie Wilford. Passed Unanimously.

Area Delegate: Lloyd Trott.

Proposed Jackie Wilford. Seconded Aftab Hussain. Passed Unanimously.

Coralie Allison, Cherrie Stephens and Aftab Hussain agreed to be re-elected as committee members.

Jackie resumed the Chair.

**6) Appointment of Auditors.**

Proposal:

'This meeting authorises the engagement of Southwark Group of Tenants Organisations as accountants for Juniper House Tenants & Residents Association for the forthcoming financial year.'

Proposed Tim Burrow. Seconded Jackie Wilford. Passed Unanimously.

**7) Any Other Business**

Implications of Martin Kovats Report. Alternative spending options to Solar project.

**A) Security.** The possibility of spending the Coop fund on an

entryphone system was discussed. Martin Kovats informed the meeting that LBS had a fund of £100,000 for such projects, which barely covered the costs of one installation. Given the architectural complications of Juniper House, and the fact that entryphones are rapidly becoming standard in new-builds, it was felt that this was a project LBS should be leading, but with possible help in the form of targeted community-based fundraising.

**Action:** Entryphone System to be included in future TRA agendas under Fundraising.

Coralie reported an increase in lurkers and drug use on walkways and staircases, and that there are reports of door handles being tried in the middle of the night.

Coralie volunteered to be the Nominated Person for reports on staircase activity.

**Action:** Local Neighbourhood Police Team to be notified and random patrols requested again.

### **B) Transfer of Engagements.**

Martin and Louis were asked whether LBS could be the agent for transferring the assets of Juniper House Co-op to the TRA in trust that it would be used for the community

benefit on future as yet unspecified projects approved by LBS, rather than specific projects such as the Solar Project. Which would be better than not being able to spend it at all, as now.

**action:** Martin to consult with LBS legal team and get back.

**C)** Martin pointed out that while LBS has virtually ruled out installing solar PV units to existing housing stock, it is still interested in doing so with new-builds and improvements to estates.

It was pointed out that there was still space at the boundary wall with Astbury Road for a shipping-container sized community room, which might, with imagination and co-operation with LBS become a valuable community asset for Juniper House.

**Action.** MK to make enquiries. Item to be included on future Fundraising agendas at TRA.

### **8) 2019/20 Meeting Schedule.**

The meeting agreed to hold meetings on the 2<sup>nd</sup> Tuesday of every odd month.

12/11/2019. 14/01/2020. 10/03/2020. 12/05/2020.

14/07/2020. 08/09/2020. 10/11/2020.

## MINUTES. JUNIPER HOUSE TRA MEETING #26

24/09/2019. Flat 30A. 7.30pm

### Present.

Coralie Allison (16) Tim Burrow - treasurer (13) Rob Kenyon - secretary (32) Jackie Wilford – chair (14)

#### 1. Apologies. Lloyd Trott

#### 2. Approval of Previous Minutes

Tim pointed out that the entry on the RPZ (8d) was inaccurate inasmuch as Peabody has not yet agreed to implement the instructions from Lewisham. Minutes to be amended to read:

*'Lewisham Council have rectified their initial error and recommended the RPZ to Peabody for implementation. Situation to be monitored.'*

All other items approved.

#### 3. Matters Arising From Minutes

a) Street & Forecourt Safety. Cllr Choprah is forwarding concerns to relevant LBS department.

The commercial vehicle parking problem on Pomeroy Street continues, and seems to be getting worse.

It is up to all residents to report anti-social parking.

Coralie to monitor.

b) Response to September Walkabout. All items forwarded to Area Management. Sirena confirmed that they would be reported.

#### 4. Funding Requirements

a) Safeguarding & Equal Opportunities documents signed at meeting by Chair.

b) Personal Compliance Statements signed by all present.

c) Coralie volunteered to be 'Named Person' for purposes of Safeguarding.

d) Insurance being processed.

e) CGS application forms for Bikesheds and Fountain to be completed by Tim, Coralie and Rob.

#### 5. Proposals for Approval.

a) Bikesheds Update. Site near football cage on concrete area recommended.

Concerns raised about waiting list for places. Can we be sure that Juniper Residents will have precedence?

Tim to enquire.

b) Drinking Fountain Update..Thames Water have confirmed that there are still two garden accounts on their records: 'Flats 1-36' and 'Garages'.

These are now managed for TW by 'Castle Water'. Both have Community programmes that could be useful.

Negotiations in progress with both TW and CW to provide mains outlet for fountain. Preferably free or grant-aided.

c) Forecourt Safety Signage and markings.

**All items approved for action unanimously.**

Suitable paint to be costed.

Further action. Coralie/Rob

#### 6. Painting Day.

**£50 maximum allocated for materials.**

Jackie to source smocks.

Rob to provide pro-forma invoices for Tim.

#### 7. Next Meeting

Juniper TRA Annual General Meeting and Juniper Cooperative Annual General Meeting.

**October 17th. 7.30pm. Flat 30A.**



# MINUTES. JUNIPER HOUSE TRA MEETING #25

05/09/2019. Flat 30A. 7.30pm

## Present.

Coralie Allison (16) Tim Burrow - treasurer (13) Rob Kenyon - secretary (32) Mina Mileva (49) Cherrie Stephens – vice chair (39). Jackie Wilford – chair (14)

### 1. Apologies. Rukayat Basaru

### 2. Approval of Previous Minutes

The minutes of the meeting of 18/07/2019 were approved.

### 3. Matters Arising from Previous Minutes.

Item 1. Secretary to contact SGTO for full details of Cleaner Greener Requirements.

Public Liability Insurance quote for £5million received from 'Zurich' of £99/annum. Further quotes awaited, but the meeting agreed that if not received soon, the Zurich quote seemed acceptable as initial coverage.

### 4. September Estate Walkabout (w. Serina Usher. Resident Services Officer)

Items referred for action:~

**(a) Chronic blockage** of drain fed from flats 54/55. 59/60. 64/65. 69/70 and 74/75.

Blockage now cleared, but strong letter required to residents specifying correct usage of sinks and toilets, and correct methods of disposal for unsuitable materials. **Action:** Letter from LBS. Backed by newsletter.

**(b) Rubbish Thrown from Balconies. Action:** Letter from LBS. Backed by newsletter piece.

**(c) Fence on Boundary Wall** with Astbury Road.

Required to prevent anti-social behaviour, and deter reported suspicious activities. **Action:** Noted for LBS action.

**(d) Drain Near Bikesheds** needs complete refurbishment. **Action:** Noted for LBS action.

**(e) Football Cage Lines** need repainting. **Action:** Noted for LBS action.

**(f) Loose Front Cabinets** likely to harbour rodents and need to be completely sealed. Mice now reported in previously unaffected flats. Residents should report *any* infestation to LBS. Residents should **not** use walkway cabinets to store either rubbish bags or recycling bags. **Action:** Noted for LBS action..

**(g) Tree Crew Visit.** Advance notice requested. Ernst Erasmus of Tree department to be contacted.

**(h) Pramshed Roof Asphalt** cracked and plants growing from it. **Action:** Noted for LBS action.

**(i) Old Timber Structures**, especially the 'Gazebo', rotting and unsafe. **Action:** Noted for LBS action..

**(j) Clarification** of LBS term 'Method Statement' requested. **Action:** S.U. to email secretary with specific

details.

**(k) Roof Leakage.** Flat 49 reported long-term leakage from the roof, which confirms reports from 46 and others. LBS asserting these are Personal Reports in spite of being a fault with and threat to the communal structure. **Action:** Internal damage inspected and noted for LBS action.

### Additional Faults reported to meeting.

**(a) Leak from front cabinet of Flat 30.**

**(b) Cockroaches** reported near lift shafts. **Action:** Report to LBS urgently. Photographs if possible.

### 5. Financial Report

TRA Grant Form complete and submitted.

### 6. Playday Report (24/08/2019)

Activity and construction day was very positive. A temporary swing, hammock, climbing rope and den were constructed; mostly by the children, who then spontaneously began working together on new improvised projects.

A Hop-scotch grid and other painting projects were proposed.

**Action.** Painting day: **October 6<sup>th</sup>.**

Proposal: '*The Sum of £400 be allocated as a maximum budget for a permanent den-structure and other suggestions by Juniper children. Full costings and plans to be brought to next meeting for approval.*'

Proposed: Jackie. Seconded: Rob. Passed unanimously.

### 7. Cleaner Greener Grants

It is now very late to organise and approve a detailed multi-project proposal for Cleaner Greener funding.

The best option this year would therefore seem to be to use C&G for two core projects, and use TRA funds for anything else.

**New bike sheds** and **drinking fountains** were judged to be the most appropriate projects for C&G 2020 funding.

Proposed garden projects such as Raised Beds, and those from the meeting of 18/07/2019, would probably be implemented faster and easier if paid for by the TRA.

**Action:** Tim to source Bikeshed information. Rob & Coralie to investigate options for Drinking Fountains. Secretary to collate necessary paperwork.

A dedicated Sub-Group of parents is needed for this area of Juniper activity.

**Action:** Appeal to parents via newsletter. (Coralie).

Requirements for C&G funding include~: Insurance, Letterhead. Annual Accounts. Annual Report. DBS

checks for projects involving children and vulnerable adults. DBS can be provided free via SGTO.

#### 8. Any Other Business

(a) Extra Noticeboard in Forecourt. We have an extra noticeboard, and it was agreed to attach it to the binchambers after they are painted.

(b) A4 newsletter approved to promote involvement in forming a group of residents to manage events and projects.

'Grant of £25 for A4 colour reproduction.

Proposed Tim. Seconded Jackie. Passed unanimously.

#### **(c) Forecourt Safety.**

Page 1 of 2

Residents reported persistent, dangerous parking by a high sided vehicle on Pomeroy Street, blocking visibility of oncoming traffic to all drivers trying to leave.

Approaches to be made to LBS and local councillors to extend existing yellow lines, and a letter to Juniper residents to urge responsible parking.

**Action:** Secretary and Coralie. All residents urged to participate.

#### **(d) Restricted Parking Zone on Pomeroy Street.**

Due in large part to efforts by Tim, Lewisham Council has rectified its initial error and recommended the RPZ

to Peabody for implementation. It remains to be seen whether they comply. If not it might be our responsibility to insist they do.

Situation to be monitored.

**(e) 30A meeting Room.** A further effort to pressurise LBS into action to be made.

Many LBS services are moving online, which inevitably discriminates against those with no broadband or smartphone. This automatically includes a disproportionate number of vulnerable and low-income residents.

Meanwhile, the block is being cabled for high-speed internet access, and TRA are being offered free connections. It is Southwark's duty to make access to its services as easy as possible, and using 30A as a point of access for Juniper Residents would be intirely possible. But not in the state it is.

**Action:** Secretary.

#### **7. Next Meetings.**

Juniper TRA Spending Meeting - September 24th.

Painting Day – October 6<sup>th</sup>

Juniper TRA Annual General Meeting. - October 10<sup>th</sup>

Juniper House Cooperative Annual General Meeting. - October 10<sup>th</sup>.

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## MINUTES. TRA MEETING #25 18/07/2019. Garden. 7.30pm

The meeting adjourned to the new garden table.

### Present.

Ahmed Kabba (Southwark Group of Tenants Organisations Youth Forum).

Abdulbasit (aged 7) Abdullah (aged 9) Alex (aged 10) Alfonso (aged 10) Donatello (aged 7) Hannani Eldona.

Coralie Allison (16) Rukayat Basaru (12) Tim Burrow (13) Rob Kenyon (32) Zeba Mohebeadali (69) Lloyd Trott (46) Clebson Vaszancellous (16) Jackie Wilford (14)

### 1. Youth Forum Presentation

Ahmed explained the role of 'Youth Ambassadors' in the SGTO strategy.

These representatives are to be chosen by the young people and will be delegated to present proposals to the TRA for further action and funding.

**Action.** Secretary to contact SGTO for full details, and for information on insurance and other requirements.

a) Ideas from the group included Drinking Fountains, Swings, a Den, a Treehouse, Nets for Football Area, Football Team, Indoor Play Area, Area for Artwork.

b) Ahmed explained that SGTO can provide onsite Fundays and football coaching, and play equipment.

**Action** Secretary to contact SGTO for details. Ahmed to be CC'd into any mails.

c) Juniper TRA to return to SGTO with Cleaner Greener proposal.

### Combined Den-Building and Barbecue Day:~August 24th.

### 2. Approval of Previous Minutes

The minutes of the meeting of 04/06/2019 were approved. Unanimously.

### 3. Major Works.

The final notice for reporting faults has passed.

Drains on 2nd floor still flood walkways regularly. Fault reported repeatedly, but blockage now blamed on unsuitable use by residents.

### 4. Financial Report

TRA Grant Form nearly complete. Needs to be signed by Louis Rotsos and Vice Chair Cherrie Stephens.

The TRA spent £670 on picnic tables (both installed and stained for Winter).

Other expenditure:

Office paper - £24.99

Wood preservative & Thinners - £29.20

£25 approved for special Summer colour edition of newsletter.

### 5. Cooperative Matters

#### Approval of Annual Accounts.

The meeting inspected and gave its provisional approval of the accounts for 2018/19 for the purposes of completing Financial Conduct Authority annual return..

**Final approval to be sought at the AGM as usual.**

Meeting with Greg Robbins of Wesupport Housing to be organised to advise on final stages of coop.

### 6. Garden

Looking very parched at present, but the 2 new apple trees planted in the Spring have taken well, and the 9 Hazel trees are now over 2 years old and thriving. And there are always surprises in the

undergrowth, like the varieties of fungi which keep appearing near the trees and on the woodchip path, especially after rain.

**7. Next Meeting. 05/09/2019.**

# MINUTES. JUNIPER HOUSE TRA GENERAL MEETING #24

flat 30A • 04/06/2019

**Present. Tim Burrow (13) Coralie Allison (16). Rob Kenyon (32). Lloyd Trott (46). Jackie Wilford (14).**

**1. Apologies.** No apologies for absence.

**2. Approval of Minutes of Last Meeting.**  
Minutes approved.

**3. Matters Arising from Minutes.**

**A) Outstanding Major Works Repairs.**

**1. Rainwater downpipes still overflowing on walkways.**

**2. Outstanding faults reported to door and windows fitted during major works flat 18.**

**3. Leak in flat 49 since major works.**

The meeting agreed to be available for the Walkabout on 24<sup>th</sup> June (9am).

LBS to be notified.

**B) Routine Repairs.**

i) Lloyd reported recurrence of long-standing leak from roof. Flat 46.

**C) Garden Proposal arising from minutes of previous meeting ("3d) Garden Access").**

The garden group wishes to remove one panel of fencing along the main (woodchip) path to enable access from the formal activity area to the garden and social area. Plans have been presented to all residents for comments and objections (May 8th). No objections received prior to, or at the meeting. All doorstep comments available have been positive.

**Proposal:** To remove one section of fencing (see plan) in order to:

- Increase security of Ground Floor flats by increasing resident use of garden space.
- Improve access to lawn and Hazel Garden from path and games area.
- Encourage range and diversity of garden use, and maximise involvement.

Proposed R.K. Seconded JMW. Passed unanimously.

**D) Area Forum Report Matters Arising (6A).**

i) Youth Forum sessions to be booked via SGTO office. Youth Forum to be invited to next meeting. Action: secretary.

ii) The Area Forum seems in imminent danger of complete digitisation. Against opposition from most groups.

**4) Finance.**

2017/18 accounts now completed by SGTO.

Ready for approval by General Meeting.

No grant received for 2018/19, but application form for next year ready for completion and submission in September.

**5) Gardening Report & Proposals**

a) The Garden Group seeks permission to cost and commission remedial tree surgery for the Autumn and bring estimates to TRA meeting as soon as possible for approval.

Proposed RK. Seconded. JMW. Passed unanimously

b) The Garden Group seeks permission to cost and commission the coppicing (ground reduction) of feral Cherries within the Hazel Wood in order to extend their life-span, create a more diverse cyclical ecosystem, and a more layered design.

Proposed RK. Seconded JMW. Passed unanimously.

**6) Any Other Business.**

Cooperative committee meeting required to discuss windup arrangements.

11/06/2019. 30A.

**7. Next Meeting.**

Thursday 18/07/2019. 7.30 Flat 30A.

**8. Siting of New Garden Furniture.**

The meeting adjourned to the garden to assess the best sites for the new tables.

No firm decision reached. Matter to be brought back to next meeting.

## MINUTES. JUNIPER HOUSE TRA GENERAL MEETING #23

30/04/2019. Flat 30A

**Present.** Tim Burrow (13) Rob Kenyon (32). Rhiannon (12) Cherrie Stephens (39). Jackie Wilford (14). Lloyd Trott (46). Serina Usher (LBS).

**1. Apologies.** Coralie Allison.

**2. Minutes of Previous Meeting.** Approved.

**3. Repairs Report with Serina Usher (LBS),**  
From monthly inspection today.

**a) Faulty front door** and kitchen window reported. flat 18. Serina recommended that faults of this kind be reported directly to LBS Repairs.

**b) Faulty balcony light** (flat 46). Serina to report directly for action.

Rhiannon to check all lights and report back.

**c) Urgent surgery** required to Juniper tree in front border, and to tree root under foundations of flat 1. Serina to report directly for action.

**d) Garden Access.** The garden group wishes to remove one panel of fencing along the main (woodchip) path to enable access from the formal activity area to the garden and social area. Plans presented to the meeting. Residents contacted thus far have raised no objections.

Proposal to be circulated, and forwarded to LBS for approval.

**e) Top Floor door-sills** are weathering badly and need servicing soon. The meeting was informed that this was covered by 'Cyclical Maintenance', which contradicted previous information that Repairs are now on a 'Cure is Better than Prevention' basis.

**f) 30A.** Sirena to contact Ian Brindley at Community Department.

**g) Block letter** from Serina targeting antisocial, unsanitary **behaviour** of some residents in not disposing of nappies and condoms correctly .

**4. Matters Arising from Minutes.**

**a) New Amended Juniper House Constitution** signed by Chair, Vice Chair, Secretary, Treasurer and members.

**b) Parking.** Tim in correspondence with London Borough of Lewisham to clarify why Pomeroy Street was not designated as a Controlled Parking

Zone, given the shift from commercial to high-density residential use of Lewisham land, and the existing free commercial parking situation on the street.

Report to next meeting for any decision on action.

**c) Gates.**

No proposals for immediate action other than to secure gates open.

**5. Solar Project Report**

Individual responses sent to LBS Scrutiny as proposed at previous meeting.

Reply from LBS that "concerns would be taken into account".

Action. Secretary to press for meeting at LBS, as assured by Martin Kovats LBS at previous meeting.

**6. Area Forum Report** (Lloyd Trott)

a) At the last forum, Lloyd enquired whether LBS was monitoring the rate of sell-offs of long-standing residents after being presented with bills for major contract works, and the effects of its charging policy on the communities involved. No response from Home Ownership Department yet.

b) LBS grants to TRAs to be based on £5/person.

c) Youth Forum Visit dates to be set.

d) Implementation of new TRA Resident Involvement structure delayed.

**7. Any Other Business.**

**a) Garden Tables.** Tim has priced garden tables as authorised by Juniper meeting **01.08.2016**.

The meeting agreed to purchase two tables. £390/£360 respectively.

**b) Office Paper.** The meeting authorised expenditure on another year's supply of printer paper.

**8. Next Meeting.**

04/06/2019 .

# MINUTES. JUNIPER HOUSE TRA GENERAL MEETING #22 • 19/03/2019. Flat 30A

Present. Coralie Allison (16). Tim Burrow (13) Aft Hussain (70). Rob Kenyon (32). Cherrie Stephens (39). Jackie Wilford (14). Martin Kovats LBS.

Page 1 of 2

## 1 Apologies. Flat 42.

## 2. Approval of Minutes

- a) of last July 24/2018 TRA meeting. Approved.
- b) Minutes of Annual General Meeting 27/11/2018 . Approved.

## 3. Solar Project Report. Martin Kovats LBS.

Martin Gave a presentation of LBS environmental intentions including:

- a) Commitment to Carbon neutrality by 2050.
- b) Commitment to sourcing all municipal electricity from renewable supplies within 12 months.
- c) Juniper to be used as pilot LBS scheme for its Sustainable Energy strategy on social housing blocks. LBS is fitting solar PV systems to its 'new-build' projects, but has no experience of installing systems to existing housing stock.
- d) 'Feed In Tariffs' have been effectively eliminated, and cannot be regarded as a source of income for recovery of capital outlay.
- e) The conclusion of the Building Research Establishment report was that there would be 'no return on total Capital Investment within 25 years'.
- f) Complete BRE report to be forwarded for inspection.

## Meeting Comments on BRE Report.

Martin Hughes (MH). Was disappointed that BRE neglected to contact him during the process given his extensive experience of precisely this kind of project. This might have rectified any misconceptions and saved time.

The BME report does not constitute a reason for not pursuing the project. The large-scale approach adopted by LBS tends to discourage individual initiatives. To achieve its objectives in a diverse housing environment, LBS needs to adopt a far more incremental strategy; targeting achievable goals. As at Juniper.

Jackie Wilford (JW). Felt that the BRE report was based on the false premise that Juniper is seeking any return on investment other than the elimination of the relevant Service Charges.

It also seemed to work on the assumption that LBS was bearing the Capital expense of the project. Which is misleading.

RK. LBS should be taking the opportunity to use Juniper estate (and funding ) as a technical

experiment, not a financial one.

The burden on Juniper of managing both the TRA and Juniper Housing Cooperative was proving to be unsustainable, and was sapping the energy of the TRA. Tim Burrow (TB). Are existing lights due to be replaced with LED bulbs soon? This measure will also reduce community energy consumption. And even reduce the capital cost of the PV project by reducing the generation demand.

MK. The matter is being considered for gradual implementation.

LBS is also exploring the possibility of becoming a Civic Power Generator, using exclusively renewable sources.

MH Sought assurances that Juniper comments be appended to the BRE reported, and to LBS Scrutiny.

MH agreed to undertake specialist assessment of report, and forward to MK.

LBS Action. MK to:

- a) Get costings for 'roofing side' of project.
- b) Pass results to LBS Scrutiny for processing.

Juniper Action. Members at meeting to write to LBS scrutiny independently, stating their reasons for supporting the project. Secretary to circulate relevant address.

MK sought formal assurance from meeting of intention to proceed with the project.

Passed Unanimously

## Matters Arising. from 24/7/2018.

Contract Service Charges. Stephanie Flynn, Collections Team Leader. Exchequer, Finance & Governance Department, attended the inquorate January 29 TRA meeting, but held a question & answer session to those present.

Q1. There was little support/information when it came to selecting a payment option for the major works.

Q2. No confirmation of acceptance or rejection of selected payment option, resulting in delays and missed first payments.

Q3. More communication needed. For example a drop in event /consultation like the ones at the outset of the contract.

Q4. More support is needed for those who missed the payment options or selected the wrong one.

Q5. What is SBC's aim? If it is to keep/support existing

communities to stay despite major work then they need to help by keeping other payment options open to switch to if people are falling behind.

Stephanie reported that the final bill would be delivered soon. It has still not arrived.

**5. Amendments to LBS Model Constitution** as follows:

**a) 'SPECIAL GENERAL MEETING' (18) to read:**  
'The TRA shall call a Special General Meeting at the request of a majority of the committee or on receipt of a written petition by **not less than 10** members of the Association giving reasons for their request.' - Proposed Rob Kenyon. Seconded: Martin Hughes. Passed: Unanimously.

**b) 'QUORUM' (19) to read:**  
'The minimum quorum for general meetings will be **at least six (6)** of the properties being represented.' addition: **'In the event of an inquorate reconvened General or Annual General Meeting, a minimum of three (3) properties represented shall constitute a quorum. The business conducted to be approved by the next Quorate meeting of the TRA, and a new General Meeting to be called if deemed necessary.'** Proposed Rob Kenyon. Seconded: Martin Hughes. Passed: Unanimously.

**c) 'NOTICE OF MEETINGS' (21) to read:**  
'Notice of all meetings shall be delivered to each property covered by the Association. It shall include the date, time and place of the meeting, **minutes of the previous meeting**, and an Agenda of matters to be discussed. And shall be widely publicised using notice boards and appropriate public areas.' proposed RK. seconded: Cherrie Stephens. Passed: Unanimously.

Secretary to notify Louis Rotsos of LBS.

**6. Meeting Room.** Volunteers needed for:

**a) Risk Assessment officer.** Coralie volunteered to complete. RK to forward LBS contact details.

**b) Fire Safety Training.** No volunteers yet.

## 7. Parking

**a) Complaints** have been made by various residents to Ace Hire regarding long-term commercial parking of its

fleet on Pomeroy Street. Since when, a notable reduction has been reported by the meeting.

Residents also reported seeing vans with hoods open being maintained on the street.

One resident reported that he had complained about this problem to Ace some years ago, presenting video evidence, and was assured it would not continue. Residents agreed to monitor closely and report further relapses. Ace have stated that they are prepared to move any vehicles parked unsuitably.

**b) 'Enterprise'** have also been habitually parking in an extremely inconsiderate position, blocking visibility from the Juniper exit. Action. Chair to telephone.

**c) TB.** Identified Planning failure in new Lewisham development on Pomeroy St.

The intended **Controlled Parking Zone** was accidentally omitted from the final planning submission which was accidentally approved. If left unrectified this could lead to additional congestion

Tim to continue correspondence with LBL, and supply secretary with summary for newsletter.

Flyer for residents of Pomeroy Street if wider support for our case needed.

Peabody Estates also need to be contacted and reminded of their duty as a socially responsible developer.

**d) Speed limit and ENTRY markings** have become obscured since the crossing was moved, and need re-painting..

Action: Coralie to provide secretary with detailed list of issues, for appropriate distribution.

## 8. Any Other Business.

The entry and exit gates are beyond repair, a poor design, and need replacement with something better and simpler. The counter-weighted, vertical barriers to the Pomeroy Estate were suggested as an alternative.

This should be the responsibility of LBS. But the TRA could probably afford to pay for it.

To be brought to LBS attention, and back to TRA meeting for discussion..

## Next Meeting

**April 30th.** 30A Juniper House. 7.30pm.

**Juniper Tenants & Residents Association Minutes**  
**General Meeting #22 • 29/01/2019 • Flat 30A • 7.30pm**  
**(inquorate)**

1) Apologies NA

2) Approval of Minutes NA

**3) Matters Arising from Previous Meeting**

a) Contract service charges. **Representation from Stephanie Flynn of LBS.**

Q1. There was little support/information when it came to selecting a payment option for the major works.

Q2. No confirmation of acceptance or rejection of selected payment option, resulting in delays and missed first payments.

Q3. More communication needed. For example a drop in event /consultation like the ones at the outset of the contract.

Q4. More support is needed for those who missed the payment options or selected the wrong one.

Q5. What is SBC's aim? If it is to keep/support existing communities to stay despite major work then they need to help by keeping other payment options open to switch to if people are falling behind.

b) Security issues

2 visits from local area officer. Random patrols ordered.

4) New Constitution (additions and amendments to document for discussion)

a) item 20 ('QUORUM') NA

5) Finance Report NA

6) Solar PV progress.

Report of LBS forum and site consultation by Building Research Establishment.

The study of the block for the solar panel project was overwhelmingly positive. Inspections by the Building Research Establishment (BSE) and LBS of the roof and loft-space found no initial obstacles to the proposed installation. A full report will be presented by BSE to a progress meeting in a couple of weeks.

During the residents consultation, various issues were discussed and clarified, including options for exploiting any surplus electricity, including recharging points for electric vehicles.

7) Meeting Room progress. Volunteers needed.

8) Other Business

Decorating bin store. Volunteers, spare paint and old brushes needed.

9) Next Meeting 26/02/2019.

**Juniper TRA Annual General Meeting #4  
(reconvened from previous inquorate meeting)**

**27/11/2018. 7.30pm. 30A Juniper House.**

**1. Present.** Coralie Allison (16) Chair, Jaki Wilford (14) Rhiannon Rafferty (7) Secretary, Rob Kenyon (32) S. Muslu (67) Paul Hood (73) Lloyd Trott (46) Cherrie Stevens (39) Atube (13) Louis Rotsos (LBS) Mina Mileva (49) Aftab Hussain (70) Tracey Hussain (70) Rukayat Basaru (17) Oliver Clarke (72) Alemat Lawson (23)

**2. Apologies.** Tim Burrow. (Consent given for re-election as Treasurer. Financial Report delivered by Louis Rotsos LBS.)

**3. Minutes of Last AGM.** Approved as a true record.

**4. Matters Arising from Minutes.** NA

**5. Presentation of Accounts**

Brought forward 30/09/2017:	£1174.31
Expenditure:	£ 79.50
Income:	£0000.00
Balance	£1094.81

*'This Meeting accepts the 2017-18 Accounts of Juniper House Tenants & Residents Association as a true record of its finances during the past year.'*

Proposed R. Kenyon. Seconded J. Wilford.  
Passed Unanimously.

**6. Appointment of Accountants**

'This meeting accepts the appointment of Southwark Group of Tenants Organisation as Juniper TRA accountants for a further year.'

Proposed: J. Wilford. Seconded: Coralie Allison.  
Passed Unanimously.

**7. Election of Officers**

POST	Proposed	Seconded
<b>Chair.</b> J. Wilford Passed Unanimously	R. Kenyon	T. Hussain
<b>Vice Chair.</b> C. Stevens. Passed Unanimously	J. Wilford	M. Mileva
<b>Secretary.</b> R. Kenyon. Passed Unanimously	J. Wilford	A. Hussain
<b>Treasurer.</b> T. Burrow. Passed Unanimously	R. Kenyon.	J. Wilford.

**Area Delegate.** Lloyd Trott. R. Kenyon. J. Wilford.  
Passed. Unanimously

**8. Raffle**

3rd Prize. R. Busayat. 2nd Prize A. Hussain. 1st Prize J. Wilford.

**9. Action Reports.**

**a) Solar Project Group**

The Secretary gave a brief summary of progress. LBS have appointed a consultant to assess viability. The project is consistent with LBS manifesto promises. And the initial response at the first meeting with Martin Kovats of LBS was extremely positive.

Since, LBS is reported to have 'issues'. The only one specified being the apparent inability of the LBS Finance Department to discount Community Lighting service charges from the accounts of both leaseholders and tenants equally. The group is expecting a further update soon, and a meeting with the Consultants.

**b) Major Works.**

After a prolonged discussion of various outstanding faults, it was agreed that Chris Ayton (LBS Contract Manager) to distinguish clearly which items are the responsibility of LBS and which are still under guarantee to A&E Elkins.  
action: Secretary.

**c) Blocked Drains** reported backing up into baths and sinks in flats 16, 70, 13, 8, 73, 14.

Concerted approach to Area Management and C. Ayton.

**10. Any Other Business**

Prolonged discussion on Major Works Service Charges. Several Leaseholders feeling intimidated by LBS inflexibility on payments.

Carla Blair of LBS to be invited to next TRA meeting.

**11. Date of Next Meeting.** 29/01/2019

## Juniper Tenants & Residents Association Minutes

Meeting #21 • 24/07/2018 • Flat 30A • 7.30pm

**Present.** Coralie Allison. Tim Burrow (treasurer). Paul Hood. Rob Kenyon (secretary). Claire Dunham-Phillips. Lloyd Trott. Jaki Wilford (chair). No apologies.

### 1. Minutes Approved.

### 2. Matters Arising From Previous Meeting.

#### A. Major Works:

PH. Shoddy work to interior window-sills. Damage to ceiling left unrepaired. Reported but no response.

The Secretary has conducted another snagging tour with CA and George Briggs (Clerk of Works).

**ACTION.** All Works-related faults to be reported to chris.ayton@southwark.gov.uk and also to sec.junipertra@gmail.com. (32 Juniper House). With pictures if possible.

#### B. Leaseholder Service Charges on Major Works:

Paul:- Aggressive letter from LBS received.

Tim:- The full itemised bill has yet to be provided, but is likely to be less than the initial estimate.

Claire:-In the case of difficulties, Leaseholders should call LBS.

Any items included on final bill but not completed should be challenged (i.e. internal damage, staircase regeneration). Ideally through a Leaseholder Group meeting separately to discuss the issues in depth.

**ACTION.** Carla Blair (LBS) to be re-invited to TRA meeting to provide general update and respond to issues. Leaseholders to confer and get back with list of questions for CB.

#### C. Rough Sleepers & Antisocial Behaviour:

No new reports to the meeting for the time being.

#### D) Parking.

General discussion of extra problems likely after completion of the new development. Ideas to be brought to next meeting.

### 3. Finance.

**A.** Expenditure report: Locks: £40. New Toner Cartridge: £39.50

Signed Cheques for items to reimburse secretary. Expenditure on new box of paper approved.

**B.** Staples Credit Account form sourced (as action previous meeting). But possibly better company

found. Secretary to organise and liaise with Treasurer.

### 4. Solar Project

Awaiting updated tender to distribute to enlarged contractor list.

### 5. Garden

**A.** Obvious need for rainwater butts by next Summer. Proposal to be presented to future meeting.

**B.** Summer display in Project Area very disappointing. Partly due to drought but also inappropriate species. More perennials and summer flowering plants needed for next year.

**C.** Visit from Stave Hill Ecopark consultant. Rebekah was positive about the direction of the garden, and offered to provide information and material help if available.

**D.** Missing plum mystery. This year's harvest seems to have disappeared overnight. Any explanations welcome.

### 6. Any Other Business

**A.** Downham Park. Tim felt that from the published plans the park would offer fewer resources in future, as well as being smaller.

The developers have issued reassurances that the park will be restored and that the community will be fully consulted. Community Liaison officers have offered meetings with TRA.

Lewisham Contract Manager to be contacted.

Concerns raised over supervision of deliveries to site from Pomeroy Street.

Contract newsletters not received by all flats.

**ACTION.** Secretary.

**B.** School Holiday Ideas. Den. Daily refreshments. No decision.

### 7. Co-operative Matters.

2017/18 Accounts signed for FCA purposes by Tim, Lloyd, and Rob.

Accounts to be finally authorised at **Coop Annual General Meeting 18/09/2018**

**8. Next TRA Meeting.** 18/09/2018

**Juniper Tenants & Residents Association**  
**Meeting #20 • 12/06/2018 • Flat 30A • 7.30pm**  
**Minutes**

**1. Present.**

Coralie Allison flat 16; Rob Kenyon flat 32 (secretary); Mrs A. Lawson flat 23; Claire Palmer flat 63; Lloyd Trott flat 46; Jaki Wilford flat 14 (chair).

**2. Apologies.** Tim Burrow

**3. Approval of Minutes of last Meeting.** Minutes approved.

**4. Matters Arising from last Meeting.**

Action on proposal to set up Credit account for office supplies.

Application form sourced for account with Staples Ltd. Needs secretary and treasurer to work together to fill in.

Action: secretary and treasurer.

**5. Solar Project**

LBS has supplied long-awaited consumption figures for the Estate Lighting, and we can now create new tenders for distribution to contractors.

Action: Solar Group

**6. Garden Report.**

Woodland site (near ballcourt) now at its best. New vegetable border opened. Beans growing at present, ideas for next year's crop welcome. New wood-chip paths laid from tree-surgery waste. More LBS tree-work to happen before Autumn.

**7. Major Works**

a) Meeting not satisfied with LBS/Elkins management of final snagging items raised. Especially cleaning, and completion of balcony and staircase work.

b) Leaseholders should check major works service charges for items which have not been completed.

c) All residents urged to report Major Works faults promptly to:

chris.ayton@southwark.gov.uk

**8. Other Business**

a) Rough Sleepers and Anti-Social Behaviour.

The meeting was informed that the advice from Southwark is to call 101, reporting time, place and description of rough sleepers. This process is needed to allocate resources as effectively as possible. (If the problem isn't logged it doesn't exist).

Any actual crimes, such as drug-dealing, should be reported to 999.

b) Request from secretary for new printer cartridge. Approved.

c) Barbeque Sunday July 8<sup>th</sup>.

**Next Meeting.**

July 24th

**1) Present.**

Coralie Allison, Tim Burrow (treasurer), Martin Hughes, Rob Kenyon (secretary), Mrs Lawson, Jackie Wilford (chair).

**2) Apologies.** Lloyd Trott.

**3) Approval of Minutes 13/3/2018 (Approved)**

**4) Matters Arising from Previous Meeting**

Item 6. ('Issues reported to site meeting'). Most problems still unresolved. Further action at final snagging walkabout 9/5/2018 with Elkins and LBS.

**5) Major Works Consultation Issues**

Residents were asked to report any outstanding faults to the secretary as soon as possible. And to report separately to Elkins and LBS.

- a) Persistent walkway ponding after rain.
- b) Gas flue F13 still unfinished.
- c) Top window lights in flats uncleanable. Also reports of problems fully opening windows.
- d) Final state of building dirty, and staircases not of quality and finish we were given to expect.
- e) Substantial scaffolding damage to garden and fixtures.

**6) Secretary's Report** (see Group reports)

**7) Finance Report**

**Proposal:** 'Juniper TRA set up cheque accounts with Garden and Office suppliers to make procurement easier. All orders to be approved by TRA meeting.' Prop RK. Sec JW. Passed Unanimously.

**8) Group Reports**

**a) Solar PV Project.**

**Progress.** LBS have finally conceded that they do in fact pay the Npower bills for the estate lighting, in spite of repeated denials. The correct department has been identified, and Juniper consumption figures should be provided soon.

Date of next Group Meeting to be arranged by members.

**b) Garden.**

Semi-shade area exceeding expectations. Several unexpected species appearing. All planted areas promising interesting displays through Summer. Rose, Honeysuckle, Hazel, and other perennials well-established.

LBS programme of tree works submitted and started (details in Newsletter 52 23/4/2018). Paths now surfaced with woodchips produced. Bi-products of future work to be recycled on site as much as possible. The meeting approved the presentation of a proposal at the next meeting to help with the refurbishment of the garden after the Major Works, and to offer of help to ground floor residents to repair damage or begin new projects.

**Action** - Secretary.

**9) Other Business**

**Future car-park management.**

Options discussed included:

- a) Refurbishment or replacement of derelict gate system.
- b) Personal space allocation via parking pins.
- c) Membership of monitored system. EG. LBS resident parking scheme.

**Action** - Residents to investigate and report back.

**Satellite Dishes/TV Aerial**

No progress yet on reconnection to roof aerial as promised by LBS.

Residents have reported that Sky engineers have stated that the roof aerial signal can be fed through a box to provide a service without a dish.

To be confirmed.

**10) Juniper Co-operative Business**

Accounts for 2017/18 due. Awaiting bank statements for final quarter.

Meeting was informed that since the decision to donate reserves to the TRA had been approved by AGMs of both organisations, any Coop meeting could now enact the transfer.

**11) Next Meeting. June 12.**

## MINUTES

**1. Present.** Coralie Allison, Martin Hughes, Rob Kenyon (secretary) Claire Phillips. Cherie Stevens, Lloyd Trott, Jackie Wilford (chair)

**2. Apologies.** Kirsten Dunham. Tim Burrow. Frankie Allum.

**3. Minutes of Previous Meeting** (September).  
Approved.

**4. Matters Arising from Minutes.** None.

### **5. Major Works.**

**Staircase issues.** Staircase tiles are to be restored to the best condition possible, as originally assured in preliminary consultation, not painted over, as was suddenly announced.

When this possibility became clear, several residents raised concerns, and the matter was raised at Site Meeting. There was no chance to ballot the entire residency, and so the painting was abandoned in favour of refurbishment.

This seemed a reasonable response given the level of opposition, the fact that this specific item was never initially voted on in any way, and that when the tiles were initially raised in consultation, the understanding was that they were to be restored, not painted.

### **6. Issues to be Reported at Site Meeting.**

- a) Future maintenance tips for new balconies.
- b) Final cleaning. Jetwash staircases and walkways?
- c) Ponding reported on new 3rd and 4th floor walkways after recent rain.
- d) Staircase refurb. Pointing, replacement of quadrants and broken tiles.
- e) Staircase window snagging.
- f) Several reports of backed up drains in spite of recent works ((Both wings of building)
- g) Letterboxes repair.
- h) Old barbecue confusion. Will LBS remove it?
- i) Lawn refurbishment post-contract.

### **7. Finance**

Treasurer unable to attend.

### **8. Group Reports - Juniper Solar PV**

The group approved by the AGM presented the report

from its first meeting on March 1<sup>st</sup>.

**Stage 1** of project to involve:

- a. Procurement: New quotes are needed
- b. New specification to create level playing field for quotes.
- c. Latest electricity bill from Southwark.
- d. Roof space available.
- e. New quotes.

Report approved by the meeting.

**Action.** Martin, Rob, Coralie, Tim. All help and information appreciated.

Next meeting April 10. (venue TBA)

### **9. Group Reports – Garden**

Little to report due to winter, but work to start soon on weeding and planting seeds and summer bulbs.

There has been extensive damage to Plant Refuge by major works. Some had to be planted in order to save them. Owners welcome to lift and report at any time, and are also urged to monitor plants for over-watering.

### **10. Area Housing Forum Report**

Lloyd delivered report of 1<sup>st</sup> meeting. Detailed information in full minutes.

Report approved.

### **11. Other Business**

- a) Block cleaning complaints. Staircase litter and recycling bins unemptied.
  - b) Still no LBS action on problem trees.
- Action: RK to mail Area Management.

### **12. Juniper Co-operative Business**

a) To approve the request by Juniper TRA at the Annual General Meeting (30/01/2018) for access to Juniper House Co-operative funds to finance the Solar PV project, and any other properly costed and approved projects in agreement with London Borough of Southwark, for the common benefit of residents of Juniper House.

Proposed Martin Hughes. Seconded Rob Kenyon. Passed unanimously. (7/7 Co-operative members)

### **13. Next Meeting.** April 17th

## (reconvened) Juniper House TRA Annual General Meeting #3

7.30pm. 30/01/2018. Flat 30A

**1. Present.** Coralie Allison (vice-chair), Frankie Allum, Tim Burrow (treasurer), Martin Hughes, Aftab Hussain, Ahmed Kabba (SGTO), Rob Kenyon (secretary), Saffi Koroma, Odwua Kwarteng, Alemat Lawson, Uvi Orogumu, Claire Phillips, Faye Roberts, Cherrie Stephens, Lloyd Trott, Jaki Wilford (chair), Kolawole Yusuff.

**2. Apologies..** Kirsten Dunham.

**3. Minutes of Previous AGM** approved by the meeting and signed by the Chair.

**4. Presentation of Accounts** examined by Southwark Group of Tenants. For period 01/10/2016- 30/09/2017.

Brought Forward at 30/09/2016	£ 83.70
Income (LBS grant)	£ 1200
Expenditure (garden items and events)	£ 109.39
Total	£1174.31

**Proposal 1:** 'This meeting approves the accounts for 2016/17.'

Proposed: Tim Burrows. Seconded Jackie Wilford.. Passed Unanimously.

### **5. Appointment of Auditors**

Proposal 2: This meeting approves the appointment of Southwark Group of Tenants as accountants for Juniper House TRA for the forthcoming financial period.

Proposed: Tim Burrows. Seconded Jackie Wilford. Passed Unanimously.

### **6. Election of Officers**

The Chair was passed to Ahmed, who reported on the services and facilities available via SGTO.

#### **Nominations**

**Chair:** Jackie Wilford.

Proposed Tim Burrow. Seconded Rob Kenyon. Passed Unanimously.

**Vice Chair:** Saffi Koroma. Proposed Rob Kenyon. Seconded Lloyd Trott. Passed Unanimously.

**Treasurer:** Tim Burrow.

Proposed Jackie Wilford, Seconded Claire Phillips. Passed Unanimously.

**Secretary:** Rob Kenyon.

Proposed Jackie Wilford, Seconded Claire Phillips. Passed Unanimously.

### **7. Area Housing Forum Appointments:**

Delegates: Claire Phillips- Flat 60. Lloyd Trott- Flat 46  
Deputies: Frankie Allum- Flat 31

#### **SGTO Appointments:**

Delegates: Frankie Allum- Flat 31. Tim Burrow- Flat 13  
All appointments approved unanimously.

Two further SGTO deputies and one Forum deputy need to be elected at future TRA meeting.

**Ahmed was thanked for his help and Jackie resumed the chair.**

### **8. Any Other Business (AOB)**

**(A) Progress Report** on spending proposals from 2017.

The secretary updated the meeting on the main proposals approved at the 13/07/2017 TRA meeting.

(i) 'Solar panels to power estate lighting. Service charges and rent to be credited appropriately.'

3 quotes received but more required. February deadline for using scaffolding not met. Closer engagement with LBS essential.

#### **Agenda Proposals**

**This meeting agrees to :**

**1)** Authorise the committee to further investigate the installation of Solar PV Systems to power communal lighting circuits.

Proposed Chair. Seconded Frankie.

Passed Unanimously.

**2)** Formally request access to Juniper House Co-operative funds to finance the Solar PV project, and any other properly costed and approved projects in agreement with London Borough of Southwark, for the common benefit of residents of Juniper House

**Proposed** Chair. **Seconded** Coralie.

Passed Unanimously.

c) Proposal from the floor that unofficial action group be approved to further the project. - **Approved.**

Group members: Martin, Coralie, Tim, Rob.

**AOB (B) 'Surgery of trees which LBS will not deal with as a matter of emergency.'** Two quotes received, awaiting third. LBS to be pressed again to undertake major works.

**'Re-siting of ailing tropical plants in shaded area to raised beds in open locations.'**

No specific quotes received for re-siting of tropical plants, but general agreement from contractors that it would be very expensive. Further enquiries to be made.

• The secretary also reported that 3 padlocks had been purchased for the football cage and garden store, as authorised by TRA 17/02/2017. Receipts presented to Treasurer for reimbursement.

## Juniper House TRA Annual General Meeting #3

7.30pm. 30/01/2018. page 2 of 2

**AOB (C) Satellite Dish Update.** The secretary informed the meeting that he has recently been informed that LBS has reversed its original assurances that satellite dishes removed for essential works will be re-instated. They will now be merely returned to the owners, who will not be allowed to re-site them on the building. This is in accordance with a policy which has not been implemented for the last ten years.

LBS claim to be working towards a communal system which will replace the services lost, but that will not help residents cut off mid-contract, or those who depend on foreign-language satellite services for their TV.

**AOB (D) Cleaning.** Reports that block cleaning not being done properly. Action. secretary to contact Area Management.

**AOB (E) Fly-tipping.** Claire Phillips reported that rubbish was being dumped in the forecourt.

**AOB (F) People Investigating Refuse.** Residents should be warned of the danger of Identity Theft, and to dispose of any personal documents with care. Anything in the bin with your name and address on can be used for fraudulent purposes.

**AOB (G) Motorbike Nuisance.** Reports of improper use of motorbikes at night in Juniper grounds. Should be reported through LBS website or ring 0207 525 5777.

**AOB (H) Homelessness.** Reports of Rough Sleepers on staircases this Winter. Action. Area Management to be notified.

**Date of Next TRA Meeting.** 13 March 2018.  
**2018 AGM due in early Autumn 2018.**

## MINUTES Juniper House TRA

### Committee Meeting #17 • 09/09/2017 • 30A Juniper House

**1. Present.** Lloyd Trott, Coralie Allison, Jackie Wilford (chair), Rob Kenyon (secretary).

**2. Apologies.** Claire Phillips, Kirsten Dunham. Tim Burrow.

**3. Minutes of Previous Meeting** (July).

Approved.

**4. Matters Arising from Minutes.**

Compensation Proposal referred back to Leaseholder group for amendment to include specific amount requested, for discussion by full General Meeting.

Claire to contact more leaseholders to update and canvass more support.

**4. Works.**

Issues to be Reported.

1. New window installations rumoured for October. Clarify at September consultation.

2. Consultation straying due to lack of meeting structure. Raise with LBS contract manager Chris Ayton.

**5. Finance**

Treasurer unable to attend.

**6. Secretary Report.**

- LBS still refusing to acknowledge complaints about hazardous dead tree branches in garden.
- One general quote has been received for tree work ('Amber Tree Surgeons'), but LBS obligations must be clarified before committing to any private contract
- Three companies have responded to enquiries about installing solar panels on the roof. Valo. Hero Renewables. and Horizon Systems. A range of quotes have arrived, but need professional assessment. More quotes needed.

Martin Hughes to be persuaded to help.

**8. Next Meeting**

10/10/2017

**MINUTES**  
**JUNIPER HOUSE TENANTS & RESIDENTS ASSOCIATION MEETING #16**  
**13/07/2017**

**1. Present.**

Lloyd Trott, Aftab Hussein, Claire Phillips, Kirsten Dunham, Jackie Wilford (chair), Rob Kenyon (secretary).

**2. Apologies.**

Coralie Allison, Tim Burrow.

**3. Minutes of Previous Meeting.**

Approved.

**4. Matters Arising from Minutes.**

[Claire report from leaseholder consultation with lawyer.]

Main conclusions that Leaseholders were not liable for Improvements, just for Repairs and Maintenance.

Leaseholders may have a case if LBS neglected to access available government funding without due cause.

Chair. The proposed contribution by the TRA to leaseholder legal costs would be more acceptable if there had been more consultation with the TRA prior to engaging a lawyer, and more involvement in the TRA meetings which discussed the issue of making a contribution towards costs.

ACTION. Claire to contact more leaseholders to update and canvass more support.

ACTION. secretary: Draft spending agenda item for next meeting in newsletter.

**4. Works.**

Issues to be Reported.

1. Rubbish dumped on site (in motorbike area.)
2. Wheelchair ramp near flat 1 blocked.
3. Forecourt cracks formally registered as a Repair on LBS website. Residents urged to use LBS repairs website.

**5. Finance**

Approved expenditure.

- a) Office paper (1 box).
- b) FOE Air monitoring kit.

Major Spending Proposals. (from combined TRA and Juniper Co-op funds)

- a) Solar panels to power estate lighting. Service charges and rent to be credited appropriately)
- b) Surgery of trees which LBS will not deal with as a matter of emergency.
- c) Re-siting of ailing tropical plants in shaded area to raised beds in open locations.

Three quotes for each project to be sought and detailed proposals to be presented as soon as possible.

**6. Co-op Matters**

2016/17 Accounts and Financial Conduct Return forwarded to FCA.

AGM due.

**7. Other Business**

- a) Break in reported. Warning to be placed in newsletter.
- b) Barbecue. August 20th.

**8. Next Meeting**

12/9/2017

**Juniper Tenants & Residents Association • Minutes Meeting #15 • 25/5/2017 • flat 30A**

**Present:** Coralie Allison. Tim Burrow (treasurer). Sam Tashi. Kirsten Dunham. Aftab Hussein. Rob Kenyon (secretary). Cherrie Stephens. Claire Phillips. Jackie Wilford (chair).

**1) Apologies.** Nick Cattermole

**2. Approval of Minutes.** The meeting approved the minutes of the last meeting as a true record.

**3. Matters Arising**

(item 3. “the possibility of coop contribution towards expenses for leaseholder campaign”

Fee for initial legal consultation was reported to be £960&VAT. Scheduled for May 31st.

secretary. No constitutional reason could be found to prevent the Co-op from making a donation to the legal fund. The same applies to the TRA in theory, but this would be more sensitive since LBS money would be used in a legal case against it.

A motion would be required at a general meeting to authorise any donation, and the amount specified, given in advance of the meeting.

**Proposal:** *To include on the agenda of the June TRA meeting a full discussion of the possibility and practicalities of contributing towards the legal fees of Resident Leaseholders seeking reduction of Service Charges related to the Major Works.*

Passed unanimously

**4. Major Works**

a) Dust. Several residents have reported severe levels of dust from structural work, including some with asthma and other respiratory problems.

Action. Report to Site office and recommend collection of debris in bags at site of work.

b) Parking. Several resident cars have already been severely damaged while parking on Pomeroy Street. And insurance premiums have increased.

Requires an incident log for presentation to LBS. Appeal for incidents to be included in newsletter. LBS has promised to investigate the possibility of space off Clifton Way. But this is unlikely to be

enough. No confirmation yet. It was agreed that the state of Pomeroy Street was now critical, with increased congestion posing a severe health threat for an indefinite period.

c) It was reported that site vehicles had parked in front of pramshed, preventing access.

d) Low light levels are affecting residents. Request to be made to consultation meeting for daylight bulbs to be provided to each flat.

e) Mice reported in previously unaffected flats. Presumably the result of disturbance.

Action: Report all concerns to consultation meeting.

Request specifically that pollution monitors be installed on Pomeroy Street. And that approaches be made to the owners of the vacant lots opposite Juniper for the purpose of secure resident parking. The situation at the moment is impossible.

**5. Secretary’s Report.**

a) Enquiries regarding storage space still being ignored.

b) No response from Fire Officer regarding Transport for London contact.

c) TRA Office (Flat 30A) to be refurbished as part of contract.

**6. Garden**

Event on July 9th still needs organisers and ideas.

Woodland project doing well, with a range of wildlife replacing the weeds. 3 sorts of fungi seen so far. No vandalism at all noticed in over a year.

Permission given by meeting to gardening group to move the obsolete granite sets near flat 1 to the grass near the ballpark, and arranged to encourage use.

**7. Date of Next Meeting.** The meeting ended without arranging a future date. To be announced after consultation.

## Juniper Tenants & Residents Association • Minutes Meeting #14 • 04/04/2017 • flat 30A

**Present:** Carla Blair. Charge Construction Manager, Exchequer Finance and Governance, Southwark Council. Coralie Allison. Tim Burrow (treasurer). Nick Cattermole. Kirsten Dunham. Rob Kenyon (secretary). Cherrie Stephens. Claire Phillips. Sarah Watts. Jackie Wilford (chair).

**1) Apologies.** Ray and Wendy Watts. Lloyd Trott.

### **2. Approval of Minutes.**

After due consideration, the meeting approved the minutes of the last meeting as a true record.

### **3. Major Works Issues**

**a) Repayment of service charges** ( information supplied by Carla Blair)

LBS can offer various payment options to help leaseholders. These include:

**1.** Payment of interest free monthly instalments over 36 months, and in some cases 48 months\* (see note). Please note that if the standing-order payments do not commence promptly, upon receipt of the invoice, and if any payment is missed then this scheme will no longer be available and leaseholders will be required to pay in accordance with the lease. This option is not available for leaseholders who sublet their property.

(\* After later clarification, Carla confirmed that Juniper resident leaseholders are entitled to 48 months without interest.)

**2.** A discretionary service charge loan, which would help to pay by monthly instalments over a period of up to 25 years at 1.5% above the base rate of the National Westminster Bank plc, provided there is sufficient equity in your property to cover the loan.

There is an application fee which covers the council's costs in securing the loan against the property; this amount can be added to the loan.

**3.** LBS may also be willing to offer a discretionary voluntary charge loan which will allow the debt to be repaid at a time the property is sold or transferred. The interest rate is 2% above the National Westminster Bank base rate, there is an administration fee which can be added to the loan. This option is only available provided there is sufficient equity in your property.

Further details on these and other payment options will be included with the invoice. Should you require any further information in this regard, including confirmation of interest rates, please telephone your collections officer:

**Alexander French on 0207 525 1449.**

### **b) Meeting Responses**

- The meeting was informed that charges generally fall slightly once work is billed.
- The meeting insisted the lack of cyclical maintenance was inevitably reflected in the level of works. LBS is committed to its policy of maintenance by repairs and crisis

management, as the meeting largely saw it..

- If contractor raises a new issue that is outside the scope of the survey and section 20, the council cannot charge. If work is under Section 20, then we will be charged and LBS will be notified at the time the issue is raised by the contractor. If the contractor only informs the council at final billing then there is no legal reason for leaseholders to refuse payment.

- CB stated that LBS would never '**leave Leaseholders in a position where they could not pay the charge**'.

Thanks to Carla.

### **Contract Issues to Date**

- Worries about quality of Kitchen work already undertaken. Report failures to Michael Springer (AE Elkins) michael.springer@aeelkins.co.uk or Chris Ayton (LBS) chris.ayton@lbs.gov.uk.

- Residents were suggested for inclusion on the council steering group. Tim has written to ask to be a member.

- It was noticed that the works itemised on the estimate bill are not as full as originally specified, reducing the amount of cosmetic work.

- Nick asked about the possibility of coop contribution to lawyer fees for leaseholders.

Rob reported that Juniper Co-operative might be able to contribute under certain conditions. And that a contribution might be Constitutionally possible from TRA funds if approved by a General Meeting. Would check whether TRA is allowed to do so.

### **4. Matter Arising.**

- Residents should check whether their car insurance is effected by parking in the street.

### **5. Sec report**

- Secretary still needs to contact fire officer to contact Transport for London re Pomeroy Street traffic flow. Report to next meeting.

- In response to enquiries from residents, Mustapha was contacted about the possibility of providing access to one of the spare bin chambers for the purpose of storing items displaced from balconies. The reply was that if residents want more storage, they must rent a garage or pramshed.

The intention is now to pursue the right of the TRA to use one of these chambers as storage for the garden group. Secretary to mail Louis Rotos (Community & Homeowner Officer) and other appropriate contacts.

## **6. Finance report**

Southwark Group of Tenants Organisations have been contacted, and the tax return for last year now in process.

## **7. Conservation group**

Mails circulated from Southwark Defend Council Housing, and posters placed in staircase cabinets.

## **8. Garden group**

- Issue/idea of planters on balconies to be discussed in more detail later.

Possibility of using the scaffolding to install new planters if ready in time.

- Woodland Area now showing benefits of last year's work. Several species are now established and in flower or coming into flower soon.

- The 'Mini Beast City' is almost complete. Now needs decoration by the kids. When filled, it will provide habitat for many species, and let us see them at work.

- The Ground Elder under control in woodland area, but will probably need chemicals to prevent it dominating the rest of

the grounds.

- The Plant Pot Refuge is in place near the Woodland for residents to move items from their balconies during the works. Residents are responsible for watering.

## **9. Juniper Co-op Matters**

There was a PAYE problem left over from TMO years which would have amounted to 5-6k Accountant is now in contact with HMRC and believes they will understand the circumstances. Estimates there will be a payment of about £75.

Accounts have to go in at end of the month.

## **10. Other Business.**

**Summer event** . Junk yard sale. BBQ. Garden Day. July 9th. Needs to have a person or small group to arrange it. Item for next TRA agenda.

**11. Date for next meeting** 11.5.17

## MINUTES. TRA MEETING #13.

07/03/2017. Flat 30A

present

**Lloyd Trott (46). Claire Phillips (60). Rob Kenyon (32). Jackie Wilford (14).**

**David Seyton (Fire Safety Officer). Mustapha Semanda (Resident Services Officer)**

**Apologies** Tim Burrow (13) Kirsten Dunham. (60).

**Previous Minutes.** Minutes approved as true record.

**Matters Arising.**

**Noise.** In one case being pursued, the resident reported that there had been some improvement recently, but felt the situation was not yet under control. Will continue to monitor and report back.

Action so far seems to have had a generally positive effect, or at least coincided with an improvement.

Mustapha reported that he has visited flats concerned, and informed residents of their duties and responsibilities and the consequences of being in breach of tenancy or leaseholder agreements.

He is still awaiting the full report from the Noise Team. His impression from the number of complaints received is that Juniper House is a relatively peaceful block.

**Balcony Planters** (David Seyton)

Invited to offer advice on front balcony safety.

Access to all flats was non-negotiable. New higher LBS standards mean that all walkways must be clear of obstruction. All external window grills which did not conform to new standards also have to be removed.

However, David could see no access problems with planters mounted to the outside of the block. The only problem might be health and safety concerns over falling objects etc. A full risk assessment would be required for any design.

David emphasised that as LBS property, legal liability for accidents or injury involving obstructions on walkways lays with the council.

Matter of external boxes to be clarified with Mustapha in due course. Action. Discussion at next meeting.

**Pomeroy Street Congestion & Emergency Access**

Addressing concerns over the future of Pomeroy Street given the scale of residential development, David reported that Transport For London congestion regulations would apply, and to approach TFL for further updates.

Action. Secretary to email David for TFL contact.

**Major Works**

**Disability Parking** Space to be retained.

**Service Charges**

Repayment schedule challenged. Payment options should only be presented when the final costs are known. The present figures are provisional.

Leaseholders need to know the full extent of their commitments.

LBS to clarify whether an insurance claim was filed for the theft of lead from the roof.

Action. Home Ownership Officer to be invited to next meeting.

**Conservation Group**

Southwark Defend Council Housing demonstration. March 25.

**Garden Group Report**

A site has been identified to temporarily house plants displaced from rear balconies due to scaffolding and works.

Further information in newsletter.

**Any Other Business**

Recycle Day. Possible date - July 9th (to be confirmed).

**Next Meeting** April 4th. 7.30pm.

## MINUTES. TRA MEETING #12.

07/02/2017. Flat 30A

**Present.** Lloyd Trott (46). Kirsten Dunham. (60). Rob Kenyon (32). Jackie Wilford (14). Tim Burrow (13)

**1 Apologies.** Claire, Coralie.

**2. Minutes** of last meeting approved & signed. Now held in 30A.

**3. Matters Arising.**

a) Padlocks. Tim to buy 3 padlocks. 2 for ball court. Plus spare if needed for garden store.

b) Anti Social Noise. A severe case was reported to the meeting. LBS have been notified, but no satisfactory or effective action taken.

Action: Agenda item at next meeting.

Newsletter item highlighting obligations of residents under Tenancy and Leaseholder Agreements. Area Resident Services Officer to be invited to next meeting.

**4. Secretary's Report**

a) The LBS Fire officer has not been contacted yet regarding balcony plant pots. Will be invited to next meeting.

**5. Finance.**

a) Bank still slow to deliver paper statements. Tim to continue pressure.

b) Tim to contact Southwark Group of Tenants Organisations regarding accountancy services.

**6. Major Works**

a) Low attendance reported to Leaseholders consultation session. So the general opinion of level of service charges hard to assess.

b) Drains

Drainage Problems (Lloyd f. 46) Reported a continuing lack of clarity and response by LBS to ongoing blockages.

Discussion centred on the possibility that regular blockages on upper floors are caused by problems in the downpipes rather than the sewers, definitely making them LBS responsibility. Regular maintenance of the downpipes should remedy blockages from flats. Action. Secretary to contact Chris Ayton for future Cyclical Maintenance Schedules, and clarification of difference between Repairs, CM, and Major Works.

**7. Conservation Group**

a) Petitions received from Southwark Save Council Housing and Save New Cross Gate Post Office Campaign. Both signed by meeting, and officers authorised to sign on behalf of TRA in this case.

**8. Garden Group**

a) Basic Winter clearance started. Rubbish stacked in preparation for 'Mini-Beast City'. Fallen leaves bagged and stored for 2018 top-dressing. New Ground Elder shoots removed, but problem returning - will have to be tackled this year. Fresh seeding to start as soon as possible.

**9. Any Other Business**

a) Carer Meeting Allowance. Payment of £10 per meeting. All parents of children under 16 and carers of vulnerable adults eligible. Payable by cheque at meeting.

b) Event in late June. Brick-a-brack Exchange plus food, gardening, social events etc to be confirmed. Invitations to neighbour groups.

**10. Next Meeting.** March 7. 7.30pm.

**Juniper Tenants & Residents Association**  
**Minutes • Annual General Meeting #2 • 15.11.2016 • 30A Juniper House**  
**(reconvened from 1/11/2016 and 13/09/2016)**

**Present:** Louis Rotos, Mustapha Semanda (LBS).

Aftab Hussein (70). Claire Palmer (63). Colleen Williams (18). Cherrie Stevens (16). Paul Hood (73). Lloyd Trott (46). Kirsten Dunham. (60). Claire Phillips (60). Rob Kenyon (32). Jackie Wilford (14). Tim Burrow (13). Coralie Allison (16).  
8.20pm Karl Bolingbroke (19).

**1. Apologies.** Martin Hughes

**2. Annual Report**

The Secretary's report of activities and events during 2015/16 was delivered and accepted by the meeting. Items and issues mentioned included:

- Concerns over future of the block in 2015. Residents pressed for clarification on Saville Report and action to preserve Juniper.
- Formation of Conservation Group to investigate and discuss in detail issues effecting the future of Juniper House and its development.
- Formation of Gardening Group to help monitor and maintain the grounds, and to encourage more use of the garden in the interest of the community.
- Noise and Anti-social behaviour. Problems experienced in the Summer seems to have reduced since barrier replacement and signs placed in ball court. New signs and padlocks needed.
- Major Works. Contract manager Chris Ayton attended TRA meeting to consult with residents, and held a session in Queen's Road Centre. Firm dates for a start have not yet been received The issue of satellite dishes is still unresolved. Reassurances have been given that dishes will be functional during works, but the policy towards re-fixing to the building will be re-assessed in 2018.

**Action** Chris Ayton to be invited to TRA meeting before contract start.

**3. Sub-committee Reports**

- Garden Group.

Activities: 3 Gardening/barbeque Days. Weeds cleared, seeds, bulbs and trees planted.

Moderate level of participation reported involving cross section of community. Kids especially appreciative. Roses and hazels planted. More seeds planned for woodland area in Spring. Meeting approved activities of group during 2015/6. Mustapha granted permission for moderate planting in Flat 1 area.

- Conservation Group.

Activities. Information has been shared via the newsletter and a cabinet meeting was attended last year, but there has been no co-ordinated group activity recently.

**4. Verified Accounts**

Tim reported that the TRA had opened a cheque-only account with Metrobank.

There had been 3 transactions during the year including a donation from Juniper Co-operative Ltd of £200, reimbursement of agreed garden and office expenses, and payment of the first LBS grant.

Balance **£1283.70**

The meeting approved the accounts and the choice of Southwark Group of Tenants Organisation as accountants for Juniper TRA..

**5. Elections of Officers**

Louis Rotos assumed the chair and thanked the previous committee for their work.

Chair. Jackie Wilford. Nominated Tim Burrow. Seconded Kirsten Dunham. Elected Unanimously.

Vice Chair. Lloyd Trott. Nominated Rob Kenyon. Seconded Jackie Wilford. Elected Unanimously.

Treasurer. Tim Burrow. Nominated Aftab Hussein. Seconded Kirsten Dunham. Elected Unanimously.

Secretary. Rob Kenyon. Nominated Tim Burrow. Seconded Colleen Williams. Elected Unanimously.

All other residents at the meeting at the time mutually nominated and seconded each other as committee members, and voted unanimously in favour of the new committee.

**7. Elections of Delegates** to Area Housing Forums and other bodies.

No nominations forthcoming. Louis agreed to forward more detailed information about groups and funding sources. The TRA can elect delegates at future meetings.

Louis handed the chair back to Jackie.

**8. Proposals**

'This meeting agrees to pay a baby-sitting allowance of £10/meetings for parents of young children.'

Proposed Secretary. Seconded Chair. Carried Unanimously  
Age limit for children to be as previous Baby-sitting allowance pre 2013.

**9. Other Business.**

i) Balcony Plant Removal.

Mustapha reported that this is the result of risk assessments by the fire safety officer.

Risk officer to be invited to meeting try to arrive at possible design for planters which would meet requirements.

ii) Satellite Dishes.

The meeting stressed that there were several residents who needed their dishes to access TV in their own language, and

that sudden removal after years of use is unreasonable. And that it is reasonable to expect the council to participate in providing modern telecomms access to residents.

Chris Ayton to clarify and update. Justin Hall be invited to TRA meeting.

iii) Juniper Co-op Annual General Meeting due early in new year. Completion of this meeting is essential to the immediate future of the TRA. It is hoped this will be one of the last Co-op meetings, and that the organisation can be retired as soon as possible.

**10. Next AGM.** To be arranged.

**Juniper Tenants & Residents Association**  
**Minutes AGM #2 / General Meeting #11**  
**13/09/2016**

**Present.**

Brendan Gillan, John Phelan (LBS).

Lloyd Trott (46). Kirsten Dunham. (60). Claire Phillips (60). Rob Kenyon (32). Jackie Wilford (14). Tim Burrow (13). Coralie Allison (16).

**8.15 AGM declared inquorate and rescheduled.**

**TRA MEETING 11**

**Minutes of previous TRA Meeting:**

Minutes approved

**Finance Report**

- Bank account mistakenly register by bank as a business account. Tim to clarify.
- Rob reported that £200 has been transferred to JTRA reported from Juniper House Coop, and should be visible soon.
- Suggestion that we ask for paper statements for accountability.
- As funds are in, Tim to write cheque for expenses from garden days. Invoices presented.

Trees Online: 2 x Hazel Hedging **£42**

Downsview Farm. Shade wild flower seeds mixture.

Total (inc.VAT) **£14.50**

Staples. 'Simply' A4 75 gsm Copy Paper White 2500 sheets. Total inv VAT. **£11.70**

Toner Giant. Compatible HP 80A Black Toner **£47.83**

**Proposal.** To recompense secretary for advance gardening and secretarial expenses.

**Proposed** Tim Burrow. **Seconded.** Kirsten Dunham. **Vote.** Unanimously in favour.

- The meeting was advised that the amount was too large for a petty cash payment.
- Must be clear that the payment is reimbursement of expenses, not payment for work.

**Secretary's Report**

- **Water rates.** Cheques have finally been received for water rate reimbursement.
- **Backyard noise.**  
BBQ and crowd-party set up in the garden by non-residents. Rob and Jaki went to explain, without success. 101 and Southwark noise called. Gathering dispersed a few hours later. Incident reported to LBS area management.  
Rob subsequently informed that an order has been raised to replace the gate.

**Proposal.** To Demolish the old BBQ and picnic table, and resite at a more central position away from flats.

**Proposed Jaki. Seconded** Claire. **Vote:** unanimous.

- **Jaki-** Initial reports from Pomeroy Estate residents are that Elkins were generally caring contractors who did good work.

**Garden Group**

- **Claire-** Update on LBS attitude to plants on front balconies. Planters in railings can stay for the present, but may need to be removed. Tubs outside properties at the ends of balconies do not block public access and are therefore OK, according to the latest news.
- **Seeds planted-** some came up, but problem was not enough watering because of no access to standpipe. Other TRAs have this but LBS is not co-operating yet. Our case is that all residents pay collectively for the common standpipe, but are refused access to it.
- **The 10 Hazel Trees** planted in the Summer are doing well.
- **Planting now.** It is not too late to look for species which can be planted before winter. Bulbs are easy and widely available.

**Claire-** has flowering seeds from her plants.

- Next **Gardening Day? Sunday 30th October.**

**Other Business**

- **Claire** - when reporting noise issues with neighbours mustapha told Claire to call LBS. Southwark said that unless it was noise pollution (music etc) it was classed as societal noise and Mustapha should deal with it and residents should not to be fobbed off. **LBS** Response and attitude reported as extremely negative.

- **Ball court and posters. Tim-** Posters ready for display. Is there a padlock for the court? **Rob- priced at (£20-£30 each)**

**Proposal.** To approve buying 2 padlocks for the quoted price.

**Proposed** Jaki. **Seconded** Kirsten. **Vote:** unanimously  
in favour

**Next meeting and reconvened AGM. 1/11/2016**  
**November.**

# Minutes Meeting #10. Juniper House TRA 01/08/2016.

7.30pm. 30A Juniper House.

## Present.

Lobsang, Sami – 26. Rob Kenyon 32. Tim Burrow, 13. Jaki Wilford, 14. Coralie Allison, 16. Mina Mileva, Irina Yordanova - 49. Doris Danko 7, Alemat Lawson, 23.

**Minutes:** Coralie Allison.

**1. Apologies.** Kirsten and Claire, 60, Lloyd Trott 41.

## 2. Approval of Minutes

Minutes of last meeting (7/6/2016) approved.

## 3. Matters Arising

**Ballcourt Disturbance** (Mid July) Coralie Allison

- 2 groups of teens came to blows over the space.
- Residents saw a knife being drawn and thrown over wall.
- Some teens came to the front gates from bc to chase a car driven by members of the other group and threw objects at it.
- Police called and officers encouraged residents to call in incidents to build up a record and deliver action.

Suggestions that the conflict could be partly due to Peckham/Lewisham rivalry.

Tim – reported a wide range of people using the ballcourt.

Rob – The ballcourt is the kind of territory which can create power struggles. Suggested a need to rethink the space and its purpose. General agreement that block feedback is for locking the court overnight.

After discussion, 4 residents volunteered to be key holders, and open and secure the court. Contact details to be provided to residents to ensure access during advertised times, i.e 9am-9pm.

The wider issue of security and cars around at the ballcourt was discussed, and suggestions made for the return of the barrier. Consensus to wait until after the upcoming major works.

Tim- signs on ball court to give notice and to provide a basic code of use.

**ACTION**

**Proposal** (Jaki) - Tim, Rob, Jaki and Coralie to have keys for ballcourt, notices to be put up on ballcourt to make users aware. Seconded by CA, unanimous vote.

Rob – contact Mustafa to obtain new padlock. Tim Rob and Coralie to co-produce posters.

Juniper children to be invited to paint posters at a later event. date TBA

## 4. Secretary's Report

### a) Water Rates refund update

Rob (Secretary) A recent court ruling concluded that from 2001-2013 LBS overcharged tenants for water. The council owes a refund of 22.2% of rates paid during this time to all tenants. LBS to send out cheques to affected tenants 'soon'.

### b) Tenant Recognition Form Completion

Members of the committee need to fill out a form as soon as possible so that the TRA can be formally recognised by

LBS

Lobsang – What is a TRA?

Rob – A Tenants and Residents Association (TRA) is a formally constituted representative organisation which has adopted the LBS model constitution. **ACTION** Rob to clarify how many members need to fill out the form.

### c) TRA AGM in September.

### d) Discussion. Grants.

Groups of residents can apply for LBS grants. Not just the TRA.

Jaki clarified that Juniper Co-operative holds funds from its settlement with LBS, and is a separate entity from the TRA.

The TRA can make a request to COOP for funds for particular actions agreed.

Tim – suggestion to put a regular section on agenda for funding opportunities to be discussed and proposed.

## 5. Finance Report

Tim (Treasurer)

a) TRA now has a bank account and a cheque book. Balance is zero. Confirmation that a previous Co-op meeting agreed to pay £200 to the TRA.

**ACTION:** Tim (TRA Treasurer) and Rob (Co-op Treasurer) agree to transfer £200 of funds agreed in previous meeting into TRA account.

Meeting informed that TRAs with more than £15,000 in assets are not eligible for council funding.

## 6. Building and Maintenance

a) Notice given of Open Major Works Consultation with LBS/Contractors (Elkins) 9 August, Queens Road Centre.

b) Management reported to the meeting the substance of Chris Ayton's presentation at the July TRA meeting.

Major works to start in November including: structural problems with the balconies, window frame replacement, regeneration of front façade, internal works, regeneration of brickwork, and other items. The full list has yet to be issued.

### Discussion.

Tim – the same contractor (Elkins) recently completed works on Pomeroy Estate, Jaki suggested we talk to residents about general satisfaction.

Rob – 30a wasn't surveyed but is part of the building. Chris Ayton has been contacted.

Tim- Important not to include items in the major works which could be financed by grants rather than through rent and service charges. Some people report being told that work **MUST** be done to their property even though they don't want it, eg. New kitchens, whilst others were given the option to say no. Inconsistencies need to be raised at consultation.

## **Window Frames.**

All wooden frames are to be replaced. All serviceable pvc frames will be retained.

## **Drains**

Are not on the major works list, but are a big problem and should be raised when we have the chance.

In a telephone conversation with the secretary, Thames Water stated that LBS is responsible for all pipes within or attached to the block, and Thames Water is responsible for all underground pipes.

## **Service Charges**

Lobsang – how will cost be apportioned on work? eg window replacement.

Tim probably no shared charge on items such windows. Equally, there might be no service charge on works to the lifts for leaseholders on the ground floor.

A specific leaseholder group consultation has been promised. Attendance is recommended.

## **Priorities for Consultation 9 August:**

Drains, lifts, structure, preferences for internal work, eg if you have been told you must have a new kitchen but you don't want one.

## **7. Conservation Group Report**

Rob – TRA in receipt of report from the council cabinet meeting on July 5.

Housing Bill reported to be bad news for tenants.

- Rents will no longer set by local income but by local property values. All councils will be under pressure to increase rents to market levels.

Savills survey of all social housing measured 4 criteria: likely income, physical condition, social positives and social negatives, and gave scores reflecting the value of estates to the council.

Juniper was in the category where all actions are possible, including demolition. After regeneration, LBS might still want to sell Juniper. The bill will come into law in October 2016.

It was felt we must continue to organise resistance.

## **8. Garden Report**

Suggestions (Coralie)

a) Meadow area next to woodland area in the bay of the lawn, as in early summer it was left to grow by LBS and the grass grew long, the children enjoyed playing in it.

Rob/Jaki – point out that there are lots of tree suckers in the area, which requires constant trimming to avoid a forest.

Agreement that field flowers and grasses could be sown in other areas. There had been a meadow in the past when the coop mowed the lawns.

**ACTION** Rob to organise a walk-about with LBS about the garden esp dealing with the Poplar shoot invasion.

b) Blackberries

Jaki – There is now access to the brambles by flat 1.

Rob – We should also be harvesting Plums in mid July and Mulberries early July. The area near Flat 1 could be further cleared and planted with wildflowers and grasses

**ACTION** - Interested members to put together Garden year plan and report back.

c) Further clearing and weeding of area next to flat 1 to be focus of a future garden day.

d) RSPB are running a campaign providing habitat-building projects. Permission requested to sign up for the TRA.

Approved.

e) BBQ area

Jaki – Current brick BBQ is too close to residents windows, can become a source of noise.

Rob – Suggests BBQ and more benches can be located on the concrete ground next to ballcourt and playground.

Agreed by all present.

**ACTION:** Tim to price oil-drum BBQ. Proposal to be brought to next meeting to demolish existing BBQ, relocate benches and tables, and buy new portable BBQ.

## **9. AOB.**

### **Anti-social Noise**

Jaki - Some tenants are being persecuted for making normal noise in their own flats.

All noise problems should be reported to the council and/or the police.

### **Universal Credit**

Coralie - UC is being rolled out to families in Peckham from September 2016. Families concerned have been contacted by LBS and warned that the new monthly payments have a 7 week rollover time and that they will need to have money saved to cover this time.

Tim – has experience of roll out in professional role – councils have ability to make discretionary payments to wipe out arrears, but they are decreasing. In his professional knowledge arrears are occurring due to UC roll-out. Info and links to be put in newsletter.

**ACTION** Coralie to find support contacts and report back.

Jaki to contact Citizens advice with a view to possible meeting or drop-in sessions at 30a.

**10. NEXT MEETING.** AGM set for Tuesday 13 September 2016, 30a 8pm

**Minutes Meeting #10. Juniper House TRA 1.8.2016.**

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**Juniper TRA Meeting #9 Minutes 7/6/2016**  
**8.pm. Brimtonroy Tenants Hall. Culmore Road.**

**TRA Present.** Frankie Allum, Karl Bolingbroke, Tim Burrow (treasurer), Rob Kenyon (secretary) Lloyd Trott, Jackie Wilford (chair.) Claire Palmer. **(LBS)** Chris Ayton, Anne Blackburn . Apologies. Coralie Allison, Kirsten Dunham, Claire Phillips.

**Juniper Co-operative Special Meeting**

**1. Members Present.**

Karl Bolingbroke, Rob Kenyon (treasurer) Lloyd Trott (chair.), Jackie Wilford, Claire Palmer.

**2. Proposal.**

'This meeting approves the remission of £200 to Juniper House Tenants & Residents Association for initial office expenses, and initial garden Group expenses for the forthcoming planting season, including seeds, tools, plants and peripherals to the value of £100. All expenditure to be itemised and presented to TRA meetings for approval.

**3. Any other Business.**

Frankie Allum was nominated for membership of the Co-op.

Proposed Rob Kenyon. Seconded Jackie Wilford. Unanimous.

**4. Date of next meeting.** To co-incide with future spending requirements of the TRA, or the AGM, whichever the sooner.

**TRA Meeting**

**2. Approval of Minutes.** Approved.

**3. Building & Maintenance.**

Chris Ayton and Anne Blackburn. LBS.

**Existing Scaffolding**

This was erected to allow access to specific balconies for investigation of problems, and as a precaution against loose masonry. It will be removed when the works are complete.

- Chris and Anne were informed of 'Deloraine House' in Deptford, which has a similar construction to Juniper House, but which has apparently been well-restored. Action. Chris and Anne to visit.

**Chris was invited provide information on Major Works 2016.**

- Residents may contact Chris directly with any issues by email (chris.ayton@southwark.gov.uk).
- LBS would prefer to conduct detailed consultations on the works with a delegated Juniper group. The Conservation Group was suggested as the appropriate sub-committee for the purpose, reporting back to the

TRA.

- At present we are still in the Feasibility stage of the works. This will survey the block for problems and recommend action to LBS for approval and funding. If approved, work will start in the Autumn.

- **Recommended works to include:**

Replacement of all wooden windows; repair of faulty balconies, concrete structure and brickwork; renovation of facade and stairwells; selective door replacement (front and back); removal of paint on brickwork.

The objective of the works is to remedy the the various design problems of Juniper House, and thereby delay any future major works as long as possible.

- **Interiors.**

Flat surveys concluded that few if any flats required interior work due to the previous regeneration programme.

- **Drains**

Thames Water are responsible for the maintenance of the drains from the base of the block to the street and beyond. The drains have therefore not been included in the works.

This was felt to be an inadequate response to the problems residents are experiencing.

Chris and Anne advised residents and the TRA to complain directly to Thames Water, in co-operation with Local Area Management team.

Actions. Chris to raise concerns with contract team.

TRA Secretary to write to Thames Water.

Information from Chair: A CCTV survey of the drains is to be conducted in order to establish their ability to withstand traffic by heavy contract vehicles.

- **Lloyd Survey** not conducted in flat.

**Reported** and listed for action.

Also reported faulty plasterwork and ceiling. Should this be a standard LBS repair?

Chris and Anne advised that such problems should be solved by the forthcoming contract. Residents were advised to report to C and A rather than LBS repairs.

- **Jackie Survey** not conducted in flat.

**Reported** and listed for action.

- **Frankie** Previous appointment broken. **Reported** and listed for action.
- **Tim** Requested information on how structural elements were tested during surveys.
- **Claire** Flat not inspected. Report of severe balcony problems and damp from above. **Reported** and listed for action.

**Anne Blackburn.** (Example) Examination of some balcon walls revealed that brick skins were not tied together, leading to instability.

- **'30A' (TRA HQ)**

Forgotten by schedule and previous regeneration. Now very dilapidated and requires updating to TRA requirements.

Chris to report.

Thanks to Chris and Anne.

#### **4) Finance Report**

TRA bank account news. The treasurer reported that Metro Bank require one more set of signatures to set up the account. Copies of relevant documents were signed by authorised signatories Rob and Jackie.

Tim to report back.

- The meeting authorised expenditure on the following items:

a) 1 box Paper; up to £12.

b) Seeds, tools, plants and peripherals to the value of £70.

If needed urgently, items to be purchased by interested residents and costs recovered on presentation of invoice for agreed sums.

#### **5) Secretary's Report**

- 30A now almost cleared for regular use by TRA.
- Claire Palmer and Frankie Allum elected as committee members.

Nominated: Chair, Seconded: Secretary.

#### **6) Conservation Group Report**

Thanks to Faye for regular reports on external activities, and apologies on not publishing in newsletter. There will be room in the larger format newsletter, which we will (hopefully) produce this year.

Discussion of the further implications of the Housing Bill to be scheduled for the next meeting.

#### **7) Garden Group**

The garden and barbecue day of May 15<sup>th</sup> reported as a success. A large area of ground was prepared, and seeds and bulbs planted, involving Juniper children. Thanks to all who took part, especially Jo for water. Tim circulated consultation forms to be returned to Flat 13. Another event planned for June 19<sup>th</sup>.

#### **8) Matters Arising from Previous Meeting**

Ballcage. There have been fewer complaints but there is still a problem with late-night noise. The structure is also requires serious attention.

Possible to raise as part of Major Works.

Action. Sec to contact Chris Ayton and Local Area Management.

#### **9) Date of Next TRA Meeting.** August 1<sup>st</sup>.

**Juniper TRA Meeting #8 Minutes 26/4/2016.**  
**8pm. Brimtonroy Tenants Hall. Culmore Road.**

**1. Present.** Karl Bolingbroke (19), Tim Burrow (treasurer. 13), Rob Kenyon (secretary. 32), Lloyd Trott (46), Jackie Wilford (chair. 14).

**2. Apologies.** None.

**3. Secretary Report.**

a) Office cleared by LBS. Serious refurbishment can now start. Double-glazing units moved to storage.

Special thanks to Michael Timlin for help.

action: Newsletter to appeal for materials and help for initial work.

b) Many offers of help in the form of free courses are received by the secretary. So many that to share them all would be impractical. A selection will be included on the newsletter (space permitting). Residents are advised to search [www.southwark.gov.uk](http://www.southwark.gov.uk) for a full list of available resources.

Any residents interested in access to courses on (for example) Book-keeping, event and meeting management, first aid, organising playgroups etc, can also contact the secretary (flat 32.

[sec.junipertra@gmail.com](mailto:sec.junipertra@gmail.com).) Information on grants to be shared as it becomes known.

c) TRA to investigate sources of support for residents facing problems due to the transition to Universal Credit.

action: Karl to contact 170 group. Rob to contact Cllr Rhule and other possible LBS sources.

d) John Phelan (LBS Community Engagement Unit) to attend next meeting.

e) Complaints received about late night activity in the football cage.

The secretary reported that those involved were co-operative when politely requested to leave.

The issue has since been raised in the newsletter. If the problem recurs, further action to be considered.

Locking the gates was suggested, but a keyholder prepared to open and close the cage every day was thought to be difficult to find.

**4. Finance Report**

All three bank profiles (Tim Burrow, Rob Kenyon, Jackie Wilford) now cleared. But the bank still requires that the minutes of the meeting which authorised the establishment of the account with Metro be signed by all present. It was not known when the proposal was passed, and one of those present was abroad and unavailable.

To provide the required documentation as soon as

possible, the original proposal was resubmitted to be signed immediately by those present (if passed).

**Proposal 1.**

This meeting proposes that an account be opened with Metrobank in the name of Juniper House Tenants & residents Association. The authorised signatories to be Rob Kenyon, Tim Burrow, and Jackie Wilford.

proposed Jackie Wilford, seconded Rob Kenyon.

passed 3-1.

action: Tim to prepare final document for signatures and present to Metro.

action: Since the proposal was passed, the additional authorisation document was also signed by all present.

**Proposal 2.**

This meeting authorises the request to Juniper House Co-operative for a remission of £100 with which to open a new bank account, and cover any initial office expenses period. All specific items to be approved by the TRA meeting.

proposed Jackie Wilford, seconded Tim Burrow.  
passed 3-1.

action: Juniper Co-op to present spending proposal for approval at the next co-op meeting.

**5. Building and Maintenance**

There was general uncertainty about the scale and extent of the forthcoming major works.

Issues raised:

a) The allocation of responsibility for maintenance of the drains.

b) Problems with the timing of grounds & balcony lighting.

c) The extent of visits to individual flats by Elkins' survey team.

d) The lack of any dates for consultation was also of concern. **action:** Secretary to contact Chris Ayrton for clarification.

Residents to be urged to 'crowd-source' faults and report directly to the email addresses on the letters already delivered to all flats, and to forward reports to the secretary if they wish.

While collective TRA action was suggested, no specific course was proposed.

**6. Conservation Group Report**

Events to be shared through newsletter.

## **7. Garden Group**

A report was delivered on the progress made through 2 workdays in April.

Much of the pernicious Ground Elder in the woodland area has been cut and uprooted.

Dead saplings and invasive suckers have been cleared, the timber to be recycled as a low wattle boundary fence.

A plan of the site was presented and possibilities discussed. The meeting stressed the importance of keeping the area as natural as possible. A more detailed planting plan to be finalised by Gardening Group.

### **Gardening Group Proposals were presented for approval:**

**Proposal 1.** To regenerate and maintain the Woodlands area at the north of the garden, restoring its original purpose as a diverse habitat and ornamental shade area period weeds to be cleared boundaries defined and arrange a suitable species planted.

Proposed: Karl Bolingbroke.

Seconded: Rob Kenyon.

Passed: 4 - 0

**Proposal 2.** To open a small vegetable patch adjoining the woodland area.

The meeting felt that raised beds would be more suitable for vegetables, and respectfully returned the proposal to group for further consideration.

Funding for suitable project to be sought.

Next Garden Group meeting:

Sunday May 15th. 2pm - 9pm

Meeting/Workday/Barbecue.

Possible Kids Bulb Planting Day. **action:** Rob to source free bulbs.

## **8. Matters Arising. NA.**

### **9. Any Other Business.**

a) Football Cage. This was felt to be in urgent need of redesign to make it fit for purpose and to match its usage to the site.

b) Anti-Social Behaviour. Late Night Motorbike noise. Residents are believed to be responsible. All such nuisance should be reported to LBS Noise Unit.

c) Juniper Co-operative News.

i. The LBS funds resting in the Co-op account has finally been transferred - no thanks to Natwest. The Co-op balance is now approximately £33,000.

ii. A co-op meeting is now required to approve the payment requested by the TRA (4. Proposal 2) It was recommended that a co-op meeting be included on the agenda of the TRA meetings to approve any further requests immediately. This arrangement to continue until the co-op has no more assets to donate to the TRA, at which point the co-op account can be made dormant.

iii) It was the feeling of the meeting that the co-op should seek a cheaper accountant as soon as possible.

## **10. Date of Next Meeting.**

June 7th.

**Juniper TRA Meeting 7 Minutes 26/4/2016.**

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**Juniper TRA Meeting #7 Minutes**  
**8pm. 16/02/2016. Brimtonroy Hall. Culmore Street.**

**Present**

Tim Burrow 13 (treasurer). Rob Kenyon 32 (secretary). Mina Mileva 49. Fay Roberts 33. Jackie Wilford 14 (chair). Lloyd Trott 46.

**1) Apologies.** Claire, Kirsten, Coralie.

**2) Approval of Minutes.** The minutes of the previous meeting were approved.

**3) Secretary's Report**

The major works consultation meeting in December revealed that the drains were not part of the contract. Also that interior work would not include minor repairs, which are the responsibility of LBS Repairs department, but concentrate on renewal of kitchens, bathrooms, toilets, windows and doors.

Regular meetings with Contract manager Chris Ayton were agreed. Residents should report major concerns (interior or exterior) to the TRA for presentation at the consultation sessions.

Proposal to co-opt voluntary note-taker from LBS Community Division.

Unfortunately, the person concerned was unable to attend. But the meeting voted in favour of the principle of allowing a deputy minutes secretary. Hopefully the next meeting will be able to complete the process.

Newsletter. The secretary suggested that the newsletter needs more character, and that residents might volunteer to write short pieces on living in Juniper, from whatever angle they chose. action: Tim, Mina and Jaki to report back in due course.

**4) Finance Report**

TRA bank account authorisation.

The treasurer reported that Metrobank scored a high ethical rating according to [www.moveyourmoney.com](http://www.moveyourmoney.com). The meeting was informed of the information needed to complete the mandate form, including copies of the constitution and signed minutes of the meeting authorising the establishment of the account and signatories.

**Proposal:**

This meeting proposes that an account be opened with Metrobank in the name of Juniper House Tenants & Residents Association. The authorised signatories to be Rob Kenyon, Tim Burrow and Jackie Wilford.

passed; 5 for. 1 abstention.

**5) Building & Maintenance**

It was not felt that the letter from Elkins Ltd had addressed our concerns about key repairs, especially structural and the drains. Clarification needed regarding LBS priorities, and any obligatory work on flats.

action. Chris Clayton (contract manager) to be invited to next meeting.

**6) Conservation Group Report**

March 13th National Housing March.

**7) Garden Issues**

Report from meeting with London Wildlife Trust officer.

Faye reported that consultants from LWT were prepared to meet with the Juniper gardening group to advise and help with planning and executing ideas. An educational event was felt to be a priority.

Faye also reported that one meeting had raised the danger of LBS targeting 'spare' space for sale to housing developers. Which if true puts our garden under possible threat.

It was mentioned that the garden had been discussed as a site for development when the garages were demolished ten years ago.

A Garden Group Meeting and walkabout was called for February 28th 2pm. (30A storeroom).

**8) Matters Arising** from Previous Meeting. N.A.

**9) Other Business.** N.A.

**10) Date of Next TRA Meeting.** 31/3/2016



**Juniper TRA Meeting #6 Minutes**  
**8pm. Monday 7/12/2015. Brimtonroy Hall, Culmore Road. SE15 2RQ**

(Reconvened from 25th January 2016.)

present: Karl Bolingbroke 19. Tim Burrow 13. Kirsten Dunham 60. Ali Jayne 61. Rob Kenyon 32.  
Lloyd Trott 46. J Wilford 14.

**1) Apologies.** Coralie Allison, Claire Phillips, Nick Cattermole, Paul Hood.

**2) Minutes of the Last Meeting.** Approved

**3. Secretary's Report**

- LBS recognition and funding form still to be filled in.  
Action expected when new treasurer takes post.
- New TRA constitution approved and signed by secretary and chair.

**4. Finance Report**

- No transactions to report.
- New Treasurer required. Nominations.  
Tim Burrow (proposed Lloyd Trott, seconded Rob Kenyon).  
Passed unanimously. 1 Abstention.

**5. Building & Maintenance**

- Scheduled Major Works discussion.  
The fact that the letter from LBS scheduling major works did not mention drain works may be explained by the fact it was not included in the 'Asset Management Strategy'.  
Residents should make the most of the consultation process announced.  
Various members reported serious faults in their flats including decaying window frames, and cracks in walls and ceilings on the top floor.
- Pest control.  
There have been various reports of rodents. Rat problems should be reported to [pestcontroladmin@southwark.gov.uk](mailto:pestcontroladmin@southwark.gov.uk).  
Residents are advised to seal their rubbish bags securely and place them inside the bins, not alongside. And also to now throw bread and waste food into the garden for the birds. It is probably the wrong kind of food for them at this time of year, but fine for rats. Loose bags of potting compost and neglected tubs on balconies also provide cosy base-camps for mice to begin investigating your even cosier flat.

**6. Conservation Group Report**

- Block consultation feedback.  
Lloyd reported that most of the residents he contacted on the top floor were aware of the possible implications of the Saville report. Most expressed an interest in being involved, or informed of developments. One new resident asked to be included on mailing lists.  
One leaseholder raised the specific issue of monitoring Southwark's calculation of service charges and general accountability. Long-standing issues with damp were also reported.
- Latest update on LBS Housing Bill.  
Members expressed concern that under proposed legislation, Juniper's future was not guaranteed, in spite of the work to take place next year.  
Reservations were expressed over the influence we could have on decisions.  
A meeting is to be called if requested during the forthcoming works and consultation process.  
action: Members to attend LBS consultation session and report back.

**7. Matters Arising from Previous Meeting**

- Store-room/office. Negotiations are under way to empty the storeroom and flat 1.
- The rat reported on the top floor has been disposed of. Residents are advised to keep all balconies and walkways free of rubbish and discarded food, and to dispose of household waste in the containers, and not leave bags to be torn apart by foxes, rats and squirrels.

**8. Other Business**

Besson Street Community Garden have generously offered their space for meetings between 6-8pm.

It is hoped to resume garden group activity in the new year. Meeting to be called to specify aims and objectives and meet with LBS representatives. It was felt that planning should be an integral element of the group's remit.

**9. Next Meeting**

25th January 2016. Venue TBA.

## Juniper TRA Meeting #5 Minutes

Thursday 7.30pm. 2/11/2015. Brimtonroy Hall, Culmore Road. SE15 2RQ

present: Karl Bolingbroke 19. Tim Burrow 13. Rob Kenyon 32. Lloyd Trott 46. Jackie Wilford (chair) 14.

Meeting had to reconvene to flat 32 as Brimtonroy centre was locked on arrival.

**1. Apologies** Claire Phillips, Nick Cattermole.

**2. Approval of Minutes of Last Meeting.** Minutes approved.

### 3. Secretary's Report

- The TRA Recognition and funding form not yet completed due to the fact that we still do not have a bank account.
- The future of Juniper House Co-op (JHC) to be resolved at the Annual General Meeting of JHC on November 19th.

The secretary informed the meeting that formal dissolution under Friendly Society Rules is an extremely long-winded process at present. The meeting agreed 3-1 that a proposal should be placed before the AGM to continue JHC as long as possible, to enable the best administration of its remaining assets and obligations.

### 4. Finance Report

- Bank account to be set up as soon as possible. action. Chair.
- The TRA is seeking a new treasurer.

### 5. Juniper Conservation Group Report

- The October Southwark Cabinet Meeting to discuss the 'New Southwark Plan' was attended by members of the group. First impressions of the Asset Management Strategy seem to show a degree of flexibility over implementation of the 'Sustainability Ratings' used on LBS properties.

Tim analysed the figures and found that several estates with lower ratings than Juniper House were already scheduled for work. This was held to be initially reassuring, but no guarantee for the long-term future.

Juniper therefore still needs to attract as much investment and regeneration as possible, and to do even more to encourage involvement by residents.

- Engagement. The chair proposed a system of floor-reps to regularly doorstep and talk to people, reporting the latest developments and getting feedback.

Lloyd volunteered for top floor.

Outreach to neighbouring estates, attendance at Community Council Meetings, an updated website, and an expanded newsletter were all suggested as

means of creating more presence and generating involvement.

### 6. Building & Maintenance

The new recommended number for reporting faults is 0800 952 4444. Those numbers previously mentioned would not have logged the repairs onto the system making them active reports.

Faye Roberts also reported that some LBS departments still think that Juniper is run by a TMO not the council. This naturally causes confusion and delay.

**Action.** Secretary.

### 7. Matters Arising from Previous Meeting

**Garden Group Proposal:** 'This meeting approves the formation of a sub-committee under the constitution to help monitor and maintain the garden, and to encourage more use of it in the interest of the community. All activity to be reported to the general meeting.'

proposed Rob Kenyon. Seconded Karl Bolingbroke. passed unanimously. First meeting to specify more detailed aims and objectives.

- Store-room. More action needed. Newsletter call.
- Noticeboards. LBS have refused our request to erect open noticeboards at the foot of the stairs. The reason being that we have enough already.
- Further approaches to be made via Community section, and if fruitless, seek direct community grant. action. Secretary.
- The TRA to agree clear guidelines for use of noticeboards.
- Winter Warmer! Rob to organise combustibles and meet with Tim on afternoon of 6th to prepare.

### 8. Other Business

- Flat 1 regeneration. Issue of Juniper property still inside. action. Secretary.
- Bulk Refuse Charges. Karl reports that LBS are talking about introducing a fee of £18 per item.
- Rats were seen near the drains in the back garden during the summer. This is clear evidence that the drains need attention, but might also mean they are being encouraged by residents throwing the wrong sort of food for birds or squirrels. action.

Sec to report to LBS. Garden Group to advise on correct ways to feed wildlife.

**9. Next Meeting - 8pm December 7th.**

## **Juniper TRA Meeting #4 Minutes**

**Thursday 7.30pm. 1/10/2015. Brimtonroy Hall, Culmore Road. SE15 2RQ**

present: Tim Burrow 13. Minnie Evans 64. Maureen Ismay 4. Claire Phillips (treasurer) 60. Fay Roberts 33. Cat Sidney 64. Jackie Wilford (chair) 14.

**1. Apologies.** Kirsten Dunham, Rob Kenyon, Coralie Allison, Sirena Simon.

**2. Approval of Minutes.** The minutes of the meeting of 3/9/2015 were agreed as a true record.

### **3. Secretary's Report**

The AGM for Juniper House Co-operative has been changed to November 19th. 7.30pm. Brimtonroy Hall. This meeting will hopefully resolve the administrative confusion, and allow the TRA to operate smoothly. A proposal on the future of the co-op to be presented.

Complications have arisen over the transfer of assets and the dissolution of the co-op.

### **4. Finance Report**

Two cheque signatories agreed (Claire Phillips, Coralie Allison).

The Recognition and Funding form is in the being completed. action- Treasurer. Secretary.

### **5. Juniper Conservation Group Report**

- The meeting agreed to authorise extra space in the newsletter for the Conservation Group, and any other groups which may be agreed.
- The group agreed to attend the Council Meeting on the 20th October and report back to a meeting in Tim's at 8pm. Secretary to publicise.
- Spare keys for noticeboards to be requested, plus new boards for TRA use. [Secretary]
- List of recommended meetings to be published in newsletter.

### **6. Building & Maintenance**

- Balcony Problems. Residents should make enquiries directly to Justin Hall 0207 525 3705.
- Drains. All residents with any problems should contact Gary Glover on 0207 525 3095. Mustapha Semanda LBS to be contacted for number of repair calls made. action. Justin and Gary to be invited to next meeting to discuss issues.

### **7. Matters Arising from Previous Meeting**

- Garden Group. Clarification needed regarding LBS policy towards gardens now that we are a TRA, and potential limits of group activities and responsibilities. Maureen to action setup.
- 30A office space. Working party, noon Saturday 3rd October.
- Bike Shed. Tim to report back in November.
- Mini-Barbecue! In Garden. Date: November 6th. Bring food, drink and chairs.
- Ball court. Coralie to report next meeting.

### **8. Other Business**

- Rubbish and Recycling issues. To be more fully presented in newsletter.

**9. Next Meeting** - 8pm November 2<sup>nd</sup>

## **Juniper House Tenants & Residents Association. Meeting #3**

**Thursday 7.30pm. 3/9/2015 Brimtonroy Hall, Culmore Road. SE15 2RQ**

**present:** Coralie Allison 16. Karl Bolingbroke 23. Tim Burrow 13. Kirsten Dunham 60. Graham Ett 24. Minnie Evans 64. Paul Hood 73. Aftab Hussain 70. Tracey Hussain 70. Maureen Ismay 4. Rob Kenyon (secretary) 32. Daniel Lehan 66. Tanya Murat (Southwark Defend Council Housing). Claire Phillips (treasurer) 60. Greg Robbins (We Support Housing). Fay Roberts 33. Cat Sidney 64. Jackie Wilford (chair) 14.

**1. APOLOGIES:** Sirena Simon. Nick Cattermole.

### **2. MINUTES APPROVED**

### **3. FINANCE - HANDOVER ISSUES**

Greg Robbins from We Support Housing

- The meeting was reminded that as a Tenants and Residents Association (TRA) meeting it could not take decisions on behalf of the Juniper House Co-operative (JHC).
- Greg reported that the Financial Conduct Authority and/or the Mutuals Society need to approve transfer of funds from Juniper House Co-operative to Juniper House TRA.

The basic alternatives are:

- a) Keep JHC in operation and use it to support Juniper TRA. But this would mean another layer of administration, and damaging accountancy costs.
- b) Wind up JHC, and approach FCA/MS for permission to transfer funds to JHTRA on community grounds.

In which event, clearly budgeted community projects must be in place to prevent administrative expenses.

Graham also suggested keeping JHC to fund projects until it becomes insolvent.

RK – JHC Annual General Meeting needed soon..

GR – JHC can subsidise TRA activities where the project is for the community (eg summer seaside trip).

TH - We need to know implications of Savill report before deciding on appropriate group funding.

Action. Proposal (chair) To maintain status quo and call AGM for JHC: Approved unanimously 12/0.

CP to informally approach Financial Conduct Authority with situation and report back.

### **4. SAVILL REPORT IMPLICATIONS**

Guest speaker: Tanya Murat from Southwark Defend Council Housing.

SDCH have been challenging Southwark housing policy throughout the borough for many years.

- The meeting was informed that there were 'trust issues' with the council, especially since its failure to meet its rehousing commitments on the Heygate and Aylesbury regenerations.
- Savill are the LBS agents used to survey its housing stock for a range of actions. Their system rates estates 1-4 according to 'sustainability', based on various factors including the 'social and economic performance of the neighbourhood'. And also the 'NPV' (Net Present Value), crudely, the cost of maintenance minus rental income. A high score (1) secures investment, a low score (4) could mean demolition. Juniper has scored 4.

Savill Options

- a) Investment in the estate (regeneration and improvement)
  - b) Redevelopment – that is either renewal (partial redevelopment) or demolition (partial or whole).
- LBS will have decided their option(s) and will present only these to residents before 'consultations'.
  - If Redevelopment is proposed, demand a ballot. Below 50% vote for renewal should mean no LBS action.
  - The Savill system is questionable since it is purely profit-driven.
  - The report has stated that the findings do not support any wholesale demolition of estates. But given its low Savill rating, all options are open for Juniper House.
  - Advice: Info at 35% campaign. [www.35percent.org/blog](http://www.35percent.org/blog) • SDCH. [www.defendcouncilhousing.org.uk](http://www.defendcouncilhousing.org.uk)

- Form a strong TRA. and form contacts with other organisations across London.
- Meetings: Defend Council Housing 29.9.15. TRA hall, ground floor Thompson House. Beckway st off East Street. (last Thursday of the month). National Housing Conference 10.10.15.

## MATTERS ARISING, AND DISCUSSION

a) The council does not expect to make a profit out of council housing. Brimington estate had similar fears as JH but are just about to get new interiors.

b) What is the structural state of Juniper House, and is its market value likely to go up or down?

c) What is the likelihood that leaseholders will be hit with massive fees in the event of substantial regeneration?

d) TB – Ballots. If estate is transferred to alternative landlord then ballot is statutory, but not so with complete demolition. Currently 70 housing estates threatened with demolition have no right to ballot.

GR There is a legal framework for ballots under existing legislation and the Homes and Communities Agency regulatory standards. The details need further investigation.

e) TB. Juniper has suffered years of neglect, which will effect valuations.

TM – The Aylesbury demolition decision caused value of leasehold property to plummet. Leaseholders need to fight for most recent pre-announcement value to be the basis of any settlement.

f) RK. Cllr Fiona Colley has generally backed the idea that the purpose of Savill is to assist with efficient and timely spending on necessary works. While stating that the main decisions would be taken at the Housing Cabinet meeting in October, for final approval in March 2016. She recommends involvement in the consultations. The implication would seem to be that the scaffolding on Juniper will still be in there in the Spring. And that if it does go, we can be more hopeful for the future.

g) FR. It is also important to remember that we must also be concerned with improving the quality of life at Juniper in order to help save the block.

Action: Proposal 'The meeting approves the formation of a Juniper Conservation Group to investigate and discuss in detail issues effecting the future of Juniper House and its development, and report back to committee.'

proposed JW. seconded RK. Approved 15 for 1 abstained. 1 against.

Suggested use of email for working group , and email updates to wider residency.

Forward enquiries to Rob ([sec.junipertra@gmail.com](mailto:sec.junipertra@gmail.com)).

## 5. OTHER BUSINESS

a. Bonfire Night November 5<sup>th</sup>.

We are not allowed to have a proper bonfire, but a barbeque is possible - weather permitting. People should bring family-friendly fireworks, food, music, stories, poetry, magic tricks... Meet under central lamppost in garden.

b. Storage Space

DIY materials, timber, building materials and other sundries to be recycled from flat 30A. Please help yourselves. Call at flat 32 for access. Action: Proposal for workday. Proposed Chair. Agreed unanimously

c. Statement of Principle for JTRA. Agreed unanimously.

d) Reports of mice in flats, and rats in the grounds. Rats are proof that drains are in serious disrepair. Consensus to report sightings as block action.

e) Security issue: inappropriate behaviour reported in stairwells reported involving sex and drugs.

f) Flat 68- knocking pipes.

g) Bike Shed. TB – original model unsuitable for uneven ground. Adjustable design to be used.

h) Garden. The meeting was sympathetic to the idea of a Gardening Group to co-ordinate projects and monitor the grounds for problems before they become serious. Action. Secretary to approach LBS . Social media and email to be also used to share information.

i) Clarification from chair on new JTRA Facebook Page and Group.

j) KB Ballcourt. Mears say everything possible has been done to fix ballcourt. Grant needed to repair. Possibility of meeting-less online fund-raising group. Chair to forward LBS funding info to CA.

**7. NEXT MEETING.** October 1st. Brimtonroy Hall. 7.30pm.

## **Juniper TRA Meeting #2 Minutes**

**Thursday 7.30pm. 9/7/2015. Brimtonroy Hall, Culmore Road. SE15 2RQ**

present: Coralie Allison 16. Karl Bolingbroke 23. Kirsten Dunham 60. Brendan Gillen LBS. Maureen Ismay 4.  
Rob Kenyon (secretary) 32. Claire Phillips (treasurer) 60. Jackie Wilford (chair) 14.

**1. Apologies.** Paul Hood, Kirsten Johnson, Nick Cattermole, Tim Burrow.

**2. Approval of Minutes of Inaugural Meeting.** The minutes were approved as a true record.

### **3. Initial Aims and Objectives**

Clarifications.

- a) Brendan confirmed that the required quorum for Juniper TRA committee meetings was four.
- b) The meeting felt that the initial statement of principle should go beyond the obligations of the Constitution, and should place emphasis on increasing community involvement by providing residents with levels of participation which would not overtax their family and work commitments, and which would allow them to exploit and share their skills and interests.
- c) Sub-committees ('Groups') were felt to be important in this respect, and also as a means of increasing the efficiency and productivity of committee and general meetings.
- d) The structure and procedure of sub-committees is defined in the Constitution.

Action A Statement of Principle expressing this approach to be drafted by committee members and circulated before the next meeting. (Committee)

### **4. Constitution and Procedures**

- a) The constitution agreed at the Inaugural Meeting was formally signed by the chair and secretary.
  - b) Constitutional amendment procedures were clarified by BG. And located within The Constitution itself. The TRA may amend the model, provided the essential TRA obligations are still met.
  - c) Contrary to sections of the constitution, membership fees and cards are not required.
- Action a) Constitution to be archived and a copy to be forwarded to BG. (secretary).  
b) Brendan to forward copy of Code of Conduct At Meetings document.

### **5. Ways Forward**

- a) The meeting felt that it was important to contact other TRA's and local groups, including the Southwark Group of Tenants Organisation.
- b) It was not felt that all details needed to be finalised at this stage, and that the need to refine procedures, structures and principles would become clearer with time.

Action a) TRA publicity material to include a balanced summary of involvement in group work. (secretary)

### **6. Finance Report**

In the absence of any Juniper House TRA accounts or funds, there was no TRA finance report.

However there was detailed discussion of the best means to utilise funds available from Juniper House Co-operative Ltd, which is still a legal entity.

Action The meeting authorised a consultation between officers of the TRA, Juniper Co-operative Ltd and Greg Robbins of WeSupport Housing to discuss options and procedures. (secretary)

### **7. 'Ideas For Year Ahead'**

It was felt that it was too late now to organise a summer event, and so the effort should go into Bonfire Night.

Action Interested committee members to liaise between meetings to plan and calculate budget for Bonfire Night.

### **8. Other Business**

Tim Burrow was congratulated for his bikeshed initiative.

Concern had been raised in writing regarding the probability of the sheds being used to climb the party wall with Astbury Road. It was pointed out that those climbing the wall now were not going to be deterred by the

resiting of the sheds elsewhere.

Action The situation to be monitored for possible problems. (All committee members)

b) Funds for motor-cycle security systems to also be investigated. (secretary)

**9. Next Meeting.** WeSupport Housing to be invited to the next committee meeting, and the date to be dependent on availability of Greg Robbins.

Action Secretary to source dates from Greg and circulate among committee members.

## MINUTES

### **Juniper House Tenants & Residents Association Inaugural Meeting #1 and Annual General Meeting #1 Thursday 7.30pm. 25/6/2015. Brimtonroy Hall, Culmore Road. SE15 2RQ**

#### **Present**

Brendan Gillen LBS. Cllr Sandra Rhule. Mustapha Semanda LBS.

Natasha Meroni 13. Karl Bolingbroke 18. Alimat Lawson 23. Jackie Wilford 14. Rob Kenyon 32. Claire Phillips 60. Kirsten Dunham 60. Paul Hood 73. Coralie Allison 16. Nick Cattermole 71. Maureen Ismay.

**1. Apologies.** Serena Simon. Tim Burrows.

#### **2. Introduction**

Brendan Gillen (LBS) informed the meeting of the procedural requirements of a TRA, gave a brief summary of the constitution, the duties of elected officers, and explained that the election of officers was the only stage needed to form the association.

The respective roles and powers of the committee and general meeting were discussed.

#### **3. Election of Officers**

The following residents were unanimously elected as officers of Juniper TRA

Chair. Jackie Wilford. (proposed R. Kenyon. seconded C. Phillips.)

Vice-Chair. Paul Hood. (proposed R. Kenyon. seconded J Wilford.)

Treasurer. Claire Phillips. (proposed Kirsten Dunham. seconded J Wilford.)

Secretary. Rob Kenyon. (proposed Kirsten Dunham . seconded C. Phillips.)

Coralie Allison, Nick Cattermole and Maureen Ismay were elected as committee members.

#### **4. Adoption of Model Constitution**

The meeting unanimously voted to accept the model constitution. (10/1)

#### **5. Appointment of Auditor**

Southwark Group of Tenants Organisation are to be contacted regarding free accountancy services.

#### **6. 'Ideas For Year Ahead'**

The practicalities of summer events to be discussed at the first TRA meeting.

Various funding sources available.

Storage space for the TRA is a matter of urgency, and the unused corner groundfloor room (30A) was discussed.

#### **7. Next Meeting**

July 9. 7.30. Brimtonroy TH.