

## MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF CQRA LTD

**Date and Time:** Monday 9<sup>th</sup> of May 2022, 7.30pm

**Place:** Flat 61 Stevens House

### PRESENT:

Martin Boyd (MB) (chairman)	Graham Harris (GH)	Brian Cheetham (BC)
Fiona Tolmie (FT)	Tim Combe (TC)	Marcus Perkins (MP)
James Ker-Lindsay (JKL)	Anastassiya Prolomova (AP)	

<b>1</b>	<b>APOLOGIES</b> None
<b>2</b>	<b>DECLARATIONS OF INTEREST</b> None made
<b>3</b>	<b>MINUTES OF PREVIOUS MEETING (14<sup>th</sup> of March 2022)</b> The minutes were received and approved without amendment
<b>4</b>	<b>SPORTS DIRECT (SDI) REDEVELOPMENT</b>  BC reported that the SDI case was now referred to mediation and a barrister had been appointed. A date for the hearing has yet to be agreed but it is likely to be the end of June.  BC also noted that SDI has agreed to a three month stay in proceedings which will prevent SDI's legal team from racking up fees.  BC continued that SDI had commissioned a report from their Rights of Light Surveyor, EB7, to assess the quantum of the damage to our RoL. BC confirmed that this would not appear to be relevant to our case, the purpose of which was to cancel the Light Obstruction Notices (LONs). EB7 produced seven versions of their report on daylighting during the planning phase and the final version contained technical errors and they still described Stevens House as either Jerome House or <u>Stephens</u> House.  BC also noted that not all shareholders have yet honoured their commitments to the fighting fund and a gentle reminder had been sent out.  MB described the mediation process.  TC asked how we could control the service road during construction and after SDI's building had been completed. MB said that our solicitor had been instructed to look into the matter.

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## SITE ISSUES

- **Stevens Core 6 Lift**

TC reported that the lift had been subject to a series of breakdowns and the maintenance contractor, Telco, had been asked to carry out repairs to avoid replacing the lift given the cost and inconvenience involved.

BC reported that he'd had a long discussion with Telco's engineering technicians and felt confident they had the knowledge to deal with the problem. The technicians had systematically replaced different parts and, as a result, the lift has been working properly since the last Board meeting.

It was also noted by BC that the lift maintenance contractor, Telco, was paid only to maintain the lifts without any extra payments for call outs during normal working hours.

- **Site Parking**

FT reported that during a four month period (January to May) only 8 unauthorised parking issues were reported by residents. FT concluded that the current process was considered acceptable given the problem was not sufficiently serious to escalate. She advised that more parking cones would be made available and the results of the survey published.

FT also noted that David Broome would be reminding residents in his next communication not to direct guests to vacant spaces, but to ask the concierge for available spaces.

- **Improvement on access from town to river**

TC informed that he and David Broome had met a representative from Kingston First (KF) to discuss how best to improve signage directing pedestrians to the river. TC had suggested installing a safety barrier in the Market at the Shrubsole Passage entrance on which signs could be attached. This area has always been dangerous as speeding cyclists often go quite close to that entrance. This idea had been met with little enthusiasm. Instead KF was proposing to suspend signs in the passageway just inside Charter Quay.

The Board was in favour of the safety barrier. MB would be meeting up with Council and Kingston First executives and would pursue this suggestion further. TC had also pointed out with increased footfall there would be a need to have more waste bins along the riverfront.

- **Queens Jubilee Celebrations**

TC confirmed that a Jazz Band (Dave Jones and his Quartet) was booked to play in the Piazza on Saturday 4<sup>th</sup> June between 13.00 and 16.00. Commercial units would be invited to become involved. The cost would be split 50/50 between the commercial units and CQRA. Notices to be posted in the lifts and on WhatsApp Group.

- **AGM**

With the United Reform venue unavailable on 9th July, the Board discussed alternative venues which had wheelchair access. TC had contacted the Rose and the main stage was not available on 9th but was available on 16th July. The university owned the Rose's Studio theatre and TC would check its availability. If this was not available, then the board agreed to hold the meeting on the 16<sup>th</sup> of July at Rose Theatre. TC to communicate back to the Board once availability had been checked.

6	<p><b>Remediation</b></p> <p>MB updated that the works were ongoing with the possibility of a finish by the end of May.</p> <p>MB informed there were projects coming soon to upgrade the fire alarm system. MB continued that the new system would be compatible with future upgrades where it would be necessary to have a sounder and sensors in flats which would eventually be connected to operators.</p>
7	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>● <b>Moorings</b> GH informed that there was a meeting planned with Charter Quay Moorings Ltd (CQML) the day after the Board meeting. GH continued that they were up to date in submitting financial information (1Q of 2022). New signs to be prepared to go on the wall of the moorings for the busy summer season, the text will emphasise the conditions of mooring including no excessive noise.</li> </ul> <p>GH also reported that there was another meeting on the 11<sup>th</sup> of May with RBK (David Kingstone, Team Leader Licensing and Compliance, and Ralph Hyde) to discuss the recently implemented contract between RBK and District Enforcement to understand if it could be to CQ advantage to participate in some form.</p> <p>GH confirmed a third meeting on the 17<sup>th</sup> of May with Cllr John Sweeney who is portfolio holder for Business Leisure and Waste, Regulatory Affairs to discuss river regulatory matters and waste disposal.</p> <ul style="list-style-type: none"> <li>● <b>5 Quayside Walk – Door</b> BC informed a request had been received to change the door in 5 Quayside Walk. Given that the colour is a complete match to the existing doors, the board did not have any objections.</li> <li>● <b>Windows / Patio Doors repairs</b> MB confirmed that contact with the original installation company had been established and if someone needed to repair windows or patio doors, contact details will be shared with residents.</li> </ul>
9	<p><b>DATE OF NEXT MEETING</b></p> <p>Monday 4<sup>th</sup> of July 2022 at 7.30pm.</p>

**Date of Board approval: 4<sup>th</sup> July 2022**