



**COPLEY CLOSE Resident Association
COMMITTEE MEETING**

New Community Centre, 39 Honiton Court, Copley Close W7 1DT

TUESDAY 28 NOVEMBER 2023 – 6PM TO 7PM

MINUTES

Attendees Residents			
	MS	RA & RSG Chair	Constituency
	JW	RA & RSG – Vice-Chair	Constituency
	BS	RA & RSG - Committee member	Constituency
	AP	RA & RSG - Committee member	Constituency
Attendees External			
Claire Sherwin	CS	Neighbourhood Housing Officer - Zoom	LB of Ealing
Paul Grant	PG	Surveyor & Project Officer - Zoom	LB of Ealing
Mark Tregunno	MT	Copley Regeneration Project Manager - Zoom	LB of Ealing
Janet Edwards	JE	Consultant	PPCR
Catherine Michelet	CM	Consultant (Minutes)	PPCR

Apologies			
JS		RA & RSG - Committee member	Constituency
JJ		RA - Committee member	Constituency
NS		RA & RSG - Committee member	Constituency
Cllr. Rima Baaklini		Pitshanger Ward Councillor	

**ALL COPLEY MEETING NOTES ARE POSTED ON THE
PPCR COPLEY BLOG – SEE QR CODE:**



1.0	WELCOME, INTRODUCTION & APOLOGIES (MS)	ACTION
1.1	MS welcomed all to the RA meeting	
1.2	Apologies as noted above	
2.0	DECLARATION OF INTEREST (All)	

2.1	There were no declarations of interest.	
3.0	MEETING CODE OF CONDUCT (All)	
3.1	Agreed – In place.	
4.0	AGREE MINUTES OF RA 31 October 2023 (All)	
4.1	Minutes agreed.	
5.0	HUB UPDATE	MK
5.1	<p>Last RA meeting was 31 October 2023.</p> <p>Hub Moving Date</p> <p>The Hub team do not currently have a date to move into the new office as there are various issues with handover of the building and internet connections. As soon as a date is confirmed, residents will be advised.</p>	ALL TO NOTE
5.2	<p>Hub team work area changes</p> <p>There is going to be a change in areas of work that officers are responsible for – currently all Housing Officers deal with rent accounts and tenancy matters; going forward, over the next couple of weeks officers will be splitting into ‘specialist’ teams. This means that there will be specific housing officers assigned to patches who will be responsible for individual work areas, i.e. an officer solely responsible for rent accounts, an officer solely responsible for tenancy matters etc.</p> <p>As part of this change, a rent officer Takunda Chidhakwa, for all of Copley is now in post.</p> <p>A new Housing Officer, Ranjit Bhardwaj, has started at the end of November. Ranjit Bhardwa and Claire Sherwin will be allocated each their own patch to work on.</p> <p>The Hub team still have a shortage of 1 officer in the Hanwell Hub;</p> <p>All these changes will be communicated to residents once the Housing Management Team has moved to the new Hub.</p>	ALL TO NOTE

<p>5.3</p>	<p>Estate Inspections and Estate Walkabout</p> <p>The date for the next estate inspection is in February 2024. Claire has sent out suggested dates and is awaiting feedback and confirmation of attendees' availability.</p> <p>There were no resident questions on Claire's update.</p> <p style="text-align: center;">MT provided an update on the regeneration</p>	
<p>5.4</p>	<p>Phase 5</p> <p>The team have employed a Employer Agent. They are reviewing the all the information making sure that all the documents are up to Ealing requirements. The M&E (Mechanical & Electrical) consultant is also in post.</p> <p>The planners are not satisfied with the parking layout and the soft landscaping. They refused the design as it has a bank surface and not a dropped one. The team is working on solutions and reviewing the design. Once the package of works is finalised, it will go to tender.</p> <p>Section 20 consultation is about to start and the team will engage with the leaseholders.</p> <p>The team are working on finding voids properties for residents. Void properties to be used to decant households will be given a huge renovation upgrade, same standard as Phase 6 social housing properties.</p> <p>A resident meeting was held on 21st November focusing on the decanting process. The purpose of the resident meetings are to encourage as many residents to engage with the team.</p> <p>The tender process to choose the contractor will take 6 to 8 weeks.</p>	<p>ALL TO NOTE</p>
<p>5.5</p>	<p>Phase 6</p> <p>End of defects period:</p> <ul style="list-style-type: none"> • Matlock Court & houses. End of defect inspections. Hills to close the issues. • Loddon Court & Ipswich Court: Residents are advised to report new repairs to PG. • Honiton Court & Community Centre: End of defect inspections March/April 2024. 	

5.6 5.7	<p>Once the end of defect period is over Hill will transfer responsibility for repairs to Ealing.</p> <p>BS reported a long list of defects and is waiting for an appointment. End of defect for her block is 17 January 2024.</p> <p>Phase 7 SP to provide a progress statement to residents.</p> <p>Undercroft Parking The Team is actively looking at progressing.</p>	SP
6.0	RA Action Plan – October 2023	MS/All
6.1 6.2 6.3 6.4 6.5	<p>The Action Plan is updated monthly in blue and emailed to all members prior to the meeting.</p> <p>Point 1 AGM – Date is confirmed: Tuesday 19 December 2023, 6.30pm at the Community Centre. All residents are invited.</p> <p>Point 2 KPIs – Due to a re-structuring of the repair department, the KPI are hold.</p> <p>Point 4 Estate Inspection Walkabouts – JE encouraged RA members to take part in the quarterly walkabout. Hub team, Ward Cllrs and RA are taking part. Next walkabout Feb 2024: date tbd</p> <p>Point 6 MIND sessions due to re-start in in the new year: 12.30pm Workshop & 1.30pm Drop-in</p> <ul style="list-style-type: none"> • Tuesday 16 January 2024: Health & Wellbeing • Tuesday 20 February 2024: Crisis Prevention • Tuesday 19 2024: Awareness of Mental Health <p>Leaflets advertising the Mind workshops & drop-in will be circulated to residents in the new year.</p> <p>EASE activities are due to re-start in in the new year:</p> <p>Stay & Play – For parents & carers and children under 5 Thursdays 1pm to 2:30pm</p> <ul style="list-style-type: none"> • Thursday 25 January 2024 	

	<ul style="list-style-type: none"> • Thursday 29 February 2024 • Thursday 28 March 2024 • Thursday 25 April 2024 • Thursday 23 May 2024 • Thursday 27 June 2024 <p>Youth Club – Sport Sessions for 11-18 years (High School attendees) - Mondays 6.30pm to 8.30pm (Term Time ONLY)</p> <ul style="list-style-type: none"> • Monday 29 January 2024 • Monday 26 February 2024 • Monday 25 March 2024 • Monday 29 April 2024 • Monday 20 May 2024 • Monday 24 June 2024 <p>Leaflets advertising Ease activities will be circulated to residents in the new year.</p> <p>6.6 Point 8 Funding - The RA completed a funding application for Music MIND sessions, supported by Cllr BW.</p> <p>6.7 Point 9 The Copley Whistle - Issue 2, December 2023 All RA & RSG members to send articles to CM by 30 November 2023 – a small paragraph will be welcome. Thank you to JS to producing and editing The Whistle.</p> <p>6.8 Point 10 RA End of the Year Festive Event, Tuesday 19 December, 3.30pm to 6pm, at the Community Centre. All residents welcome</p> <p>Dancing competition for the little ones, young people will be asked to complete a small questionnaire with their suggestions for the activities they would like to see happening at the CC, all participants will be entered in a Raffle. Prizes: A tablet, £30 and £20 Amazon vouchers.</p> <p>Food Bank Collection - Tuesday 19 December, 3pm to 6pm, at the Community Centre. The RA is collecting donations on behalf of Ealing food Bank.</p> <p>6.9 Point 11 RA & RSG Away Day Due to the postponement of the AGM, the Away Day has been rescheduled to Saturday 2 March 2024.</p>	
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7.0	AOB (All)																																														
7.1	Paddington Court - MS reported two issues: <ul style="list-style-type: none"> • Hand-rail is loose (entrance Templeman Road/Under path) • Light near lift (lift #2) is broken 	PG																																													
8.0	DATE OF THE NEXT MEETING (ALL)																																														
8.1	Date of the next RA meeting: <ul style="list-style-type: none"> • 30 January 2024, at Community Centre, 39 Honiton Court <p>-----</p> <p style="text-align: center;">2024 Dates for your diary</p> <table border="1" data-bbox="228 972 1214 1583"> <thead> <tr> <th data-bbox="228 972 557 1048">2nd Tuesday of the month</th> <th data-bbox="557 972 885 1048">3rd Tuesday of the month</th> <th data-bbox="885 972 1214 1048">Last Tuesday of the month</th> </tr> </thead> <tbody> <tr> <td data-bbox="228 1048 557 1086" style="text-align: center;">RSG</td> <td data-bbox="557 1048 885 1086" style="text-align: center;">PPCR Drop-in</td> <td data-bbox="885 1048 1214 1086" style="text-align: center;">RA</td> </tr> <tr> <td data-bbox="228 1086 557 1124">9 January 2024</td> <td data-bbox="557 1086 885 1124">16 January 2024</td> <td data-bbox="885 1086 1214 1124">30 January 2024</td> </tr> <tr> <td data-bbox="228 1124 557 1162">13 February 2024</td> <td data-bbox="557 1124 885 1162">20 February 2024</td> <td data-bbox="885 1124 1214 1162">27 February 2024</td> </tr> <tr> <td data-bbox="228 1162 557 1200">12 March 2024</td> <td data-bbox="557 1162 885 1200">19 March 2024</td> <td data-bbox="885 1162 1214 1200">26 March 2024</td> </tr> <tr> <td data-bbox="228 1200 557 1238">9 April 2024</td> <td data-bbox="557 1200 885 1238">16 April 2024</td> <td data-bbox="885 1200 1214 1238">30 April 2024</td> </tr> <tr> <td data-bbox="228 1238 557 1276">14 May 2024</td> <td data-bbox="557 1238 885 1276">21 May 2024</td> <td data-bbox="885 1238 1214 1276">28 May 2024</td> </tr> <tr> <td data-bbox="228 1276 557 1314">11 June 2024</td> <td data-bbox="557 1276 885 1314">18 June 2024</td> <td data-bbox="885 1276 1214 1314">25 June 2024</td> </tr> <tr> <td data-bbox="228 1314 557 1352">9 July 2024</td> <td data-bbox="557 1314 885 1352">16 July 2024</td> <td data-bbox="885 1314 1214 1352">30 July 2024</td> </tr> <tr> <td data-bbox="228 1352 557 1391">13 August 2024</td> <td data-bbox="557 1352 885 1391">20 August 2024</td> <td data-bbox="885 1352 1214 1391">27 August 2024</td> </tr> <tr> <td data-bbox="228 1391 557 1429">10 September 2024</td> <td data-bbox="557 1391 885 1429">17 September 2024</td> <td data-bbox="885 1391 1214 1429">24 September 2024</td> </tr> <tr> <td data-bbox="228 1429 557 1467">8 October 2024</td> <td data-bbox="557 1429 885 1467">15 October 2024</td> <td data-bbox="885 1429 1214 1467">29 October 2024</td> </tr> <tr> <td data-bbox="228 1467 557 1505">12 November 2024</td> <td data-bbox="557 1467 885 1505">19 November 2024</td> <td data-bbox="885 1467 1214 1505">26 November 2024</td> </tr> <tr> <td data-bbox="228 1505 557 1543">10 December 2024</td> <td data-bbox="557 1505 885 1543">17 December 2024</td> <td data-bbox="885 1505 1214 1543"></td> </tr> <tr> <td data-bbox="228 1543 557 1583"></td> <td data-bbox="557 1543 885 1583"></td> <td data-bbox="885 1543 1214 1583"></td> </tr> </tbody> </table>	2nd Tuesday of the month	3rd Tuesday of the month	Last Tuesday of the month	RSG	PPCR Drop-in	RA	9 January 2024	16 January 2024	30 January 2024	13 February 2024	20 February 2024	27 February 2024	12 March 2024	19 March 2024	26 March 2024	9 April 2024	16 April 2024	30 April 2024	14 May 2024	21 May 2024	28 May 2024	11 June 2024	18 June 2024	25 June 2024	9 July 2024	16 July 2024	30 July 2024	13 August 2024	20 August 2024	27 August 2024	10 September 2024	17 September 2024	24 September 2024	8 October 2024	15 October 2024	29 October 2024	12 November 2024	19 November 2024	26 November 2024	10 December 2024	17 December 2024					
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