



## COPLEY CLOSE JOINT RA & RSG ZOOM MEETING

**TUESDAY 08 DECEMBER 2020  
4PM**

### Committee meeting

<b>Attendees Residents</b>			
	MS	RA & RSG Chair – Chaired the Meeting	
	AV	RA Secretary	
<b>Attendees External</b>			
Sarah Phillpot	SP	Project Manager - Development	LB of Ealing
Ian Lane	IL	Hanwell Hub	LB of Ealing
Marsha Powell	MP	Consultant	Bell-Eve
Janet Edwards	JE	Consultant – Co-chaired the Meeting	PPCR
Lurline Cumberbatch	LC	Consultant	PPCR

<b>Apologies</b>		
SW	RA & RSG	

<b>1.0</b>	<b>WELCOME, INTRODUCTION &amp; APOLOGIES (JE)</b>	<b>ACTION</b>
<b>1.1</b>	MS and JE welcomed all to the joint RA & RSG joint meeting. All the participants introduced themselves.	
<b>1.2</b>	<b>JE ANNOUNCED THAT FROM JANUARY 2021 THE MEETING TIME WILL BE MOVED TO 6PM TO ENABLE MORE PEOPLE TO ATTEND.</b>	
<b>1.3</b>	Apologies as noted above.	
<b>2.0</b>	<b>DECLARATION OF INTEREST (All)</b>	
<b>2.1</b>	There were no declarations of interest.	

<b>3.0</b>	<b>CODE OF CONDUCT (All)</b>	
<b>3.1</b>	Please observe the Code of Conduct and allow everyone to speak.	
<b>3.2</b>	JE advised that the meeting is being conducted through Zoom. All attendees will be muted during the meeting but can raise their hand when they wish to speak. Everyone will be allowed to speak without interruption.	
<b>4.0</b>	<b>MINUTES of RA &amp; RSG MANAGEMENT MEETING</b>	<b>All</b>
<b>4.1</b>	Minutes of the last Update Hub & Update Regen minutes, dated 10 November 2020, were used as a point of reference to update the meeting.	
<b>5.0</b>	<b>Zoom activity – Young People’s Event</b>	<b>JE/MS</b>
<b>5.1</b>	JE announced that due to COVID-19 the usual End of Year festive event cannot go ahead. In place of it, two events will be held via zoom for Copley young people lead by Marsha Powell from BelEve.	<b>JE</b>
<b>5.2</b>	Marsha advised that two (30 minute) interactive sessions will be held for each age group. For 8–11s: creating Christmas chatterbox and a Disney quiz.	
<b>5.3</b>	To take part, all participants require is A4 paper, pens and pencils.	
<b>5.4</b>	Q – How will people be informed about the event.	
<b>5.5</b>	JE advised that posters will be put up around the estate and leaflets will be delivered to each home. Also, the information will be put in the newsletter, which will be delivered on Friday and Tuesday (14/12/20).	
<b>5.6</b>	MP confirmed that participants will be required to download the app onto their mobile phone.	
<b>5.7</b>	For the 12 – 15s: A festive quiz followed by a ‘Guess the Christmas Song competition.	
<b>5.8</b>	Prizes have been donated by Higgins in the form of Amazon vouchers;	
<b>5.9</b>	1 <sup>st</sup> £50.00 vouchers 2 <sup>nd</sup> £30.00 vouchers 3 <sup>rd</sup> £20.00 vouchers	

5.10	There will be twenty places per session and each family will receive a pizza, which will be delivered to their home address.	
5.11	To take part, participants must contact PPCR to register. Joining instructions will be sent out by PPCR once registration, including parental consent, has been completed.	
5.12	(Action) – Marsha to send joining details to JE on Monday 14 December 2020.	MP
5.13	(Action) – Parents will be required to complete a consent form on behalf of their child/children.	ALL TO NOTE
5.14	The numbers of participants must be sent to Marsha by Friday 18/12/2020.	CM
6.0	<b>RSG Update - Regeneration</b>	SP
6.1	LC to amend regen update report title to read 'Regen'	LC
6.2	<b>Phase 3</b>	
6.3	<b>Overview</b> <b>Phase 3 - the regeneration of the Warwick Court block containing 18 existing units to be refurbished, and 3 new builds.</b>	
6.4	No Changes.	
6.5	The informal structural assessment report is due on 14/12/20 and the new load advisory is due from the Highways department in January 2021. Once received a decision will be made of which of the build out methodologies to go ahead with.	
6.6	There is some delay to work on the North and West elevation balustrade and balcony as the site manager has taken emergency leave. Completion is expected in late January 2021.	
6.7	SP will circulate Christmas closure timetable for MD and Higgins.	SP
6.8	<b>Overview</b> <b>Phase 6 - 201 new build units, tenure breakdown as follows-</b> <ul style="list-style-type: none"> <li>• <b>Social London Affordable Rent (LAR) Houses – 26/Apartments - 59</b></li> <li>• <b>Shared ownership units for sale - 33</b></li> <li>• <b>Intermediate Rent – 35 (BL block)</b></li> <li>• <b>Private Sale - House – 1/Apartments – 47</b></li> </ul>	

6.9	Progress has been made on the houses and Apartments blocks A, B and C.	
6.10	Block D, where the shop was, is already out of the ground with piling complete. First columns/slabs for this block to follow shortly.	
6.11	Completion of Templeman house is due in Feb 2021. Sales viewings by appointment only will be available from next week.	
6.12	As of late January, a member of the sales team will be based at the marketing suite to take appointment only viewings/enquiries.	
6.13	Due to COVID-19 viewings will be by bookings only basis. Bookings can be made on the Copley Hanwell, W7 website <a href="http://www.Copleyhanwellw7.co.uk">www.Copleyhanwellw7.co.uk</a> or by contacting the sales agent directly via – 0207 087 5Block D,	
6.14	<p><b>Overview</b></p> <p><b>Phase 7 - 337 units in total -</b></p> <p><b>277 social rental units refurbished</b></p> <p><b>3 social rental newbuild units</b></p> <p><b>3 newbuild shared ownership units for sale</b></p> <p><b>54 privately owned existing units – these units will benefit from works to communal areas and some service provision, but internals will not be refurbished.</b></p>	
6.15	Progress remains the same. Gordon Cooper will provide a formal update in February 2021.	
6.16	AV raised concern about the impact that 200 new homes will have on school spaces, parking and facilities to buy food.	
6.17	SP advised that S106 payment (approximately £750,000) goes towards local services including schools, leisure facilities, and the CCG.	
6.18	SP said the estate is a healthy living estate, not geared towards parking. Car club hire and Bromley bike rental scheme have been installed onto the close.	
6.19	Due to COVID-19 the trialing of the undercroft parking area to help ease the traffic and parking has paused.	
6.20	As part of the regeneration the project team are trying to get as much of the close as possible adopted by Highways post its completion.	
6.21	<p><b>Estate Shop</b></p> <p>There are still issues with the fit out of the shop. The final sign off is required by Building Control. It is not expected the shop will be in operation until the new year now.</p>	

<b>6.22</b>	<b>Energy Centre</b>	
<b>6.23</b>	Phase 7 is now connected and the system is being flushed so that completion can be taken.	
<b>6.24</b>	Phase 6 – bocks B and C district network connections have now been made	
<b>6.25</b>	Practical completion is due this week and Higgins will be in situ for two years for the defects period.	
<b>6.26</b>	MS reported that the radiators were noisy and cold for a period during the day but has now settled. SP will report to Higgins to establish if this issue is linked to the switch over.  MS also reported it appears that the heating system is on a timer as the radiators are lukewarm during the day and warmer in the evenings. Although think it is unlikely, Ian to look into whether the system has been placed on a timer.	<b>SP</b>  <b>SP/IL</b>
<b>6.27</b>	<b>Newsletter</b>  SP confirmed that the newsletter is due out imminently.	
<b>6.28</b>	<b>Office</b>  Weekly site inspections continue, the construction site Director carries out weekly visits and the Project Director visits once a month.	
<b>7</b>	<b>Hub Update – Estate Services</b>	<b>LL</b>
<b>7.1</b>	IL is still awaiting information from The Fire Safety Team regarding the locks for the gates.	
<b>7.2</b>	<b>ASB</b>	
<b>7.3</b>	IL reported that fewer traffic complaints have been received.	
<b>7.4</b>	Khalid will contact Maxine regarding the report of unauthorized access to the roof space.	<b>KZ</b>
<b>7.5</b>	AV expressed concern that the daughter of a neighbour, who was moved away due to anti-social behaviour is still hanging around the estate.	
<b>7.6</b>	SP suggested that Khalid should create a neighbourhood watch scheme to be able to collect information to report to the police. Guidance about setting up a scheme can be found on website - <a href="http://Neighbourhoodwatch.net.co.uk">Neighbourhoodwatch.net.co.uk</a> .	

7.7	IL advised that the estate walkabout has been suspended due to COVID-19. Only emergency walkabout currently takes place.	
7.8	<p><b>Notice Boards</b></p> <p>It appears that the defect with the notice boards is a design fault. IL is unsure that the warranty can be activated as ERS stored the notice boards for a year before they were installed.</p> <p>ERS are meeting with the caretaker tomorrow to take pictures of the damage to the notice boards.</p> <p><b>Post meeting update:</b> ERS (Ealing repairs service) have agreed to replace the noticeboards. IL will confirm date.</p>	IL
7.9	Currently, there is still one notice board in the lock up but it will not be installed until the defect issue has been resolved.	
7.10	<p><b>Christmas prize draw</b></p> <p>The end of year prize draw will take place on 21 December 2020. It will cover the whole of Copley Close. IL will use online tool to select the winners.</p>	ALL NOTE
7.11	<p><b>Repair stats</b></p> <p>Repairs stats will be reported at the next meeting as there was an error with the report. LC to add this item to the agenda for the next meeting.</p> <p>AV reported that her kitchen was renewed in February and that whilst she was happy with the contractor performance, she found the cabinets of poor quality.</p>	IL/LC
8.0	<b>AGM</b>	MS/JE
8.1	It has been one year (in July), since the last AGM was held. The constitution allows the AGM to be delayed for six months, however due to COVID-19 the AGM will be postponed until the COVID-19 restrictions have been lifted.	
9.	<b>Constitution</b>	LC
9.1	The draft constitution and draft Terms of reference have been sent to all members for consideration. Any comments must be sent by email to <a href="mailto:LCumberbatch@ppcr.org.uk">LCumberbatch@ppcr.org.uk</a> by 31 December 2020.	
10.	<b>Residents' Updates and Concerns</b>	MS
10.1	<p><b>Nicer Neighbourhoods</b></p> <p>This item will remain on the agenda until January so that it can be discussed further. All members are invited to provide suggestions and comments to MS.</p>	RA/RSG

<b>11.</b>	<b>Any Other Business</b>	
<b>11.1</b>	There was no any other business.	
<b>12.</b>	<b>DATE OF THE NEXT RA &amp; RSG Zoom MEETING</b>	<b>ALL</b>
<b>12.1</b>	<b>12 JANUARY 2020 @ 6pm</b>	

**Copies of these meeting notes will be placed on the noticeboard outside the Community Centre on Copley Estate. The notes can also be found on the link below:**

<https://ppcrassociates.wordpress.com/category/london-borough-of-ealing/copley-hanwell-w7/>