



**COPLEY CLOSE Resident Association  
COMMITTEE MEETING  
Temporary Community Centre, Stafford Court (end of block)**

**TUESDAY 30 MAY 2023 – 6PM TO 7PM**

**MINUTES**

<b>Attendees Residents</b>			
	MS	RA & RSG Chair	Constituency
	FAA	RA & RSG co-optee & RA Treasurer	
	BS	RA & RSG Committee member	Constituency
	AP	RA & RSG Committee member	Constituency
	JM	3rd meeting as observer	
<b>Attendees External</b>			
Claire Sherwin		Neighbourhood Housing Officer – <a href="#">via Zoom</a>	LB of Ealing
Sarah Phillpot		Copley Regeneration & Development Team – <a href="#">via Zoom</a>	LB of Ealing
Kaneez Zaidi		Resident Engagement Officer – <a href="#">via Zoom</a>	LB of Ealing
Paul Grant	PG	Regeneration- Surveyor & Projects Officer – <a href="#">via Zoom</a>	LB of Ealing
Ben Wesson		Councillor for Pitshanger Ward	LB of Ealing
Janet Edwards	JE	Consultant	PPCR
Catherine Michelet	CM	Consultant - Minutes	PPCR

<b>Apologies</b>		
JW	RA & RSG Vice-Chair	Constituency
JJ	RA & RSG Committee member	Constituency
NS	RA & RSG Committee member	Constituency
JS	RA & RSG Committee member	Constituency
AV	RA Committee member	Constituency
MB	RA & RSG co-optee	

**ALL COPLEY MEETING NOTES ARE POSTED ON THE PPCR COPLEY BLOG – SEE LINK BELOW:**

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

<b>1.0</b>	<b>WELCOME, INTRODUCTION &amp; APOLOGIES (MS)</b>	<b>ACTION</b>
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1.1	MS welcomed all to the RA meeting.	
1.2	Introductions were made.	
1.3	Apologies as noted above	
<b>2.0</b>	<b>DECLARATION OF INTEREST (All)</b>	
2.1	BS will be working at the Fun Day in her capacity as Event Photographer. She has been the event photographer at the past Fun Days.	
<b>3.0</b>	<b>MEETING CODE OF CONDUCT (All)</b>	
3.1	Agreed – In place.	
<b>4.0</b>	<b>AGREE MINUTES OF RA 25 April 2023 (All)</b>	
4.1	Minutes agreed	
<b>5.0</b>	<b>HUB UPDATE</b>	<b>CS</b>
<b>5.0</b>	Matters Arising from Minutes of 28/03/23 and 25/04/23. <b>Hub Update</b>	
<b>5.1</b>	<b>5.1 - Ants</b> The Hub is not aware of any resident reports of ants.  MS reported that she was asked by Pest Control to buy her own treatment (ants powder). Once she explained that she was the RA chair they came to treat her flat. She hasn't seen any ants since.  MS reported that there was some confusion about who is treating ants problem. Pest Control website advise they don't deal with ants problems. MS thought Pest Control employ a private company to deal with this issue.  CS said she will investigate and report back.	<b>CS</b>

	<p>Post-meeting notes from CS: <i>Any resident with having a problem with pharaoh ants will be eligible for treatment – residents will need to stipulate the type of ants.</i></p> <p><i>Pest control provide treatment for ghost and pharaoh ants – not common black garden ants – please advise residents to contact the pest control call centre on 0208 825 6644 to book treatment.</i></p>	
<b>5.2</b>	<p><b>5.2 – Copley Newsletter</b>  Quinton, the communication officer in charge of the Council’s newsletters has left the Communications Team. A new person has been appointed recently. <b>CS</b> to email details of new Comms officer.</p>	<b>CS</b>
<b>5.3</b>	<p><b>5.3 - Abandoned cars in undercroft parking</b>  6 abandoned cars - 3 of those are burnt out – opposite Somerset Court: Maurice, the environmental crime officer, got the paperwork in place to have them removed.</p>	
<b>5.4</b>	<p><b>5.4 - Estate Inspections and Estate Walkabout</b>  Estate inspections are scheduled on a quarterly basis by the Housing officers, Ealing repair service and the caretakers are taking place</p> <p>Estate walkabouts with residents and councillors have not yet restarted due to low number of staff available.</p>	
<b>5.5</b>	<p><b>5.5 - Hub News</b></p> <p>CS advised that the Hub is currently understaffed and the Council is looking to recruit 3 housing officers to replace the officers who have left.</p> <p>Geoffrey Hamilton, the new Team Leader, taking over from Magda is in post. He will introduce himself at the next RA meeting.</p>	
<b>5.6</b>	<p><b>5.6 Paul Grant Update</b></p>	
<b>5.6.1</b>	<p><b>5.6.1 KPI’s – April 2023 KPIs</b>  43 jobs since April 2023. 98% satisfaction rate.</p>	
<b>5.6.2</b>	<p><b>5.6.2 Undercroft Parking</b>  Project specifications were revised and will be submitted to cabinet for approval. Once the new specifications are approved, the Council will go to tender in the summer aiming to start work in the Autumn.</p>	
<b>5.6.3</b>	<p><b>5.6.3 Phase 5 – (5 Blocks) –</b>  PG reported the water tank is leaking again but from different places since the last repair. PG is on the case. Water will be cut off for up to</p>	

	<p>8 hours. It is a 2 men job. PG drained the tank. Letters to residents were send to keep them informed.</p> <p><b>5.6.4 5.6.4 Phase 6 Honiton Court</b></p> <p>JM reported that there is a problem with bin doors and with the inside entrance door. SP advised that the block is still under warranty therefore, Hill is still under contract to remedy any issues arising. SP asked SP to report the defect to Hill who will liaise with PG to rectify the defects.</p> <p><b>How to report repairs issues for new build properties</b></p> <p>Repairs on the new Central Square blocks are under warranty for 2 years from the day of completion (snagging period). Hills are responsible for the snagging. Once the 2-year warranty period is over, repairs will be the responsibility of Ealing council: PG team &amp; Gilmartin.</p> <p><b>Honiton Court leak</b></p> <p>SP reported there was a leak last week due to sewage 2 weeks ago. It was made safe on the same day. The leak caused water damage and mould; it will take 2 weeks of remedial work to complete decoration. Work expected to be finished by 6/7 June.</p> <p>JM reported that before she left for the RA meeting she could hear water dripping sound.</p> <p>SP advised any defects to be reported to the Homeownership Team and the Hub depending on the repair type that is required.</p>	<p><b>JM</b></p> <p><b>SP</b></p>
<p><b>5.6.7</b></p>	<p><b>5.6.7 Phase 7 (9 blocks) – new Kitchen &amp; Bathroom replacement</b></p> <p>PG has budgeted for contractor to install 25-30 new kitchens and bathrooms from the beginning of the new financial year (April 2023). PG will door-knock residents to find out exact number of flats needing replacements until the start of phase 7 regeneration. Council to issue update on future of Phase 7; not expecting significant update until summer 2023</p>	
<p><b>5.6.8</b></p>	<p><b>5.6.8 Decorating flats for the 65+ years old</b></p> <p>Work on the sheltered accommodation flats started on 13 flats and 8 are completed. The last decorating was done over 10 years ago. Some flats have also mould and repairs issues. Lack of access: 16 attempts to gain access in the last 18 months.</p>	
<p><b>5.6.9</b></p>	<p><b>5.6.9 Entry door access &amp; getting hold of fobs</b></p> <p>MS reported that residents in the new blocks were told not to open the entry door to anyone pressing the buzzer. MS could not even get to the part of the entrance hall where the letter boxes are located.</p>	

	<p>PG commented that getting hold of fobs to gain access has proved difficult as the company in charge of the entry doors and fobs has gone and PG doesn't know who to chase to get the fobs for his team and for the contractors.</p> <p>MS to contact CS to get a fob from Hub next time she hand-deliver RA leaflet.</p> <p><b>5.6.10 5.6.10 Donations requests for Fun Day</b> Following a request from the RA, PG reached out to contractors working on Copley Close asking them if they would be interested to give donations and/or gifts toward the Fun Day. PG to circulate contractor details for RA/PPCR to contact.</p> <p><b>5.7 5.7 Kaneez Zaid Update</b> KZ to update Training Plan next week and circulate. Changes are being made to the Resident Engagement Team.</p> <p><b>5.8 5.8 Sarah Phillpot Update New Community Centre</b> SP handed new community centre to the Compliance Team. KZ to make sure the CC is ready for operation and for the Launch event on Saturday 16 September 2023.</p> <p><b>5.9 5.9 Cllr Ben Wesson Update</b> BW to email RA of various business Community Grants for Pitshanger Ward.</p> <p>BW confirmed that MS can email the councillors directly with the RA completed funding application (previously named Ward Forum).</p> <p><b>5.10</b> There were no further questions from residents.</p>	<p><b>MS/SC</b></p> <p><b>KZ</b></p> <p><b>KZ</b></p> <p><b>BW</b></p> <p><b>MS</b></p>
<b>6.0</b>	<b>RA Fun Day – Saturday 16 September 2023</b>	<b>ALL</b>
<b>6.1</b>	<p><b>Joint New Community Centre Launch &amp; Fun Day</b></p> <p>MS, NS, and PPCR are part of the Fun Day sub-group organizing the Fun Day.</p> <p>The date has been forwarded by one week, the joint event is now on <b>Saturday 16 September</b> 2023. PPCR contacted formally all the activities of the new date.</p> <p>2 First Aiders from EASE will be donating their time and skills.</p>	<b>MS, NS, JE</b>

	<p><b>Looking for Volunteers</b></p> <ul style="list-style-type: none"> <li>➤ The RA is looking for residents' volunteers to help on the day, to set-up and tidy at end of day. Please email CM to put your name on the volunteer list.</li> </ul>	<b>ALL</b>
<b>7.0</b>	<b>RA Action Plan – May Update</b>	
<b>7.1</b>	<p>The Action Plan is setting the RA objectives for the next 12 months.</p> <p>The Action Plan is <b>updated</b> monthly <b>in blue</b> and emailed to all members prior to the meeting.</p>	
<b>7.2</b>	<p><b>Updated items</b></p> <p>Point 1 – <b>RA AGM</b> – Page 1 Tuesday 26 September at new Community Centre</p> <p>Point 6 – <b>RA Membership Drive</b> – Page 4 RA &amp; RSG members with PPCR to door-knock residents to recruit more residents to join RA and to promote AGM. To recruit under represented groups and to integrate residents from old and new blocks. W/C 18 September 2023.</p> <ul style="list-style-type: none"> <li>➤ The RA is asking RA &amp; RSG members to volunteer for D-K</li> </ul> <p>Point 3 – <b>KZ, Resident Involvement officer</b> – Page 2 To promote RI initiatives and residents training sessions. Kaneez to update Training Plan next week and circulate.</p> <p>Point 6 – <b>Health &amp; Well-bring providers</b> – Page 3 Funding application for paying for Mind and Music in Mind sessions at the new Community Centre was submitted today.</p> <p>Point 7 – <b>RA Events</b> – Page 5 <b>Copley Fun Day &amp; Community Centre Launch</b> SP is arranging for a PR company to work with the RA in arranging the launch. RA &amp; PPCR to meet on Zoom 13th June at 3pm.</p> <p>Point 8 – <b>Funding</b>– Page 5 Annual grants application was submitted and approved in May.</p> <p>Point 9 – <b>Copley RA Newsletter</b>– Page 6 Copley The Whistle next issue is due out w/c 6 November 2023.</p>	<p><b>ALL</b></p> <p><b>KZ</b></p>

	<ul style="list-style-type: none"> <li>➤ The RA is asking residents to send in articles, photos, stories, news that would interest Copley residents. Please email CM anytime between now and August 2023.</li> </ul>	<b>ALL</b>																											
<b>8.0</b>	<b>AOB</b>	<b>ALL</b>																											
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	<p>Date of the next <b>RSG</b> meeting:</p> <ul style="list-style-type: none"> <li>• <b>13 June 2023</b>, at 6pm, at the Temporary Community Centre, Stafford Court (End of the block).</li> </ul> <p>Date of the next <b>RA</b> meeting:</p> <ul style="list-style-type: none"> <li>• <b>27 June 2023</b>, at 6pm, at the Temporary Community Centre, Stafford Court (End of the block).</li> </ul> <p><b>2023 dates – For your diary</b></p> <table border="1"> <thead> <tr> <th>2nd Tuesday of the month</th> <th>3rd Tuesday of the month</th> <th>Last Tuesday of the month</th> </tr> </thead> <tbody> <tr> <td><b>RSG</b></td> <td><b>PPCR Drop-in</b></td> <td><b>RA</b></td> </tr> <tr> <td>13 June 2023</td> <td>20 June 2023</td> <td>27 June 2023</td> </tr> <tr> <td>11 July 2023</td> <td>18 July 2023</td> <td>25 July 2023</td> </tr> <tr> <td>8 August 2023</td> <td>15 August 2023</td> <td>29 August 2023</td> </tr> <tr> <td>12 September 2023</td> <td>19 September 2023</td> <td>26 September 2023</td> </tr> <tr> <td>10 October 2023</td> <td>17 October 2023</td> <td>31 October 2023</td> </tr> <tr> <td>14 November 2023</td> <td>21 November 2023</td> <td>28 November 2023</td> </tr> <tr> <td>12 December 2023</td> <td>19 December 2023</td> <td></td> </tr> </tbody> </table>	2nd Tuesday of the month	3rd Tuesday of the month	Last Tuesday of the month	<b>RSG</b>	<b>PPCR Drop-in</b>	<b>RA</b>	13 June 2023	20 June 2023	27 June 2023	11 July 2023	18 July 2023	25 July 2023	8 August 2023	15 August 2023	29 August 2023	12 September 2023	19 September 2023	26 September 2023	10 October 2023	17 October 2023	31 October 2023	14 November 2023	21 November 2023	28 November 2023	12 December 2023	19 December 2023		<b>ALL TO NOTE</b>
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