

Victory Hill Management Company Ltd

Board Meeting

Monday 17th April 2023, 6.00pm – via Zoom

Attended by: Martin Edge, Matt Garvey, Stuart Smart and Serif Omar of VHMC Ltd, and James Buckley of Chaney's

1. Apologies

Received from Wayne Buckley, Oliver Kirkham and Jaz Parmer of VHMC Ltd and Sarah Morrisen and Lucy BB of Chaney's.

2. Minutes of Last Meeting and Actions Update

James updated the meeting as follows:

- Procedure as to how LPE1's are to be responded to – done
- Date for reconciliation of bank accounts – done but movements needed to bank accounts to reflect reconciliation exercise.
- Update Residents RE cladding – done (+on going)
- Proposal RE number / frequency of embankment clearances – still outstanding, SM to update.
- Arrange for electrician to check lights on embankment – LBB has this in hand.
- Arrange for heaters in lobbies that are on to have fuses removed – ongoing
- Send Modtec intercom contract for all blocks to GT (Gary Tarrant) for advice – still outstanding, SM to update.
- Elm insurance claim, flooring costs etc – SM now has reference costs, both in the region £6.5k - £6.8k. Action now is to understand the details and agree how to close this off.
- Enquire about insurance commission with freeholder – Freehold Managers have since confirmed that they take a commission of 10 % of the cost of the policy arranged. ME suggested we need to get details from GT as to forthcoming legislation changes regarding the way commissions are administered to get the full picture before reporting to all Leaseholders. A statement from GT can form part of what is communicated to Leaseholders.
- GT to speak to JB Leitch RE their high fees for 'next steps' on debts i.e., forfeiture etc – GT has spoken to JB Leitch and Chaney's will update.

Action	Who?	Deadline
Update board on proposal for number / frequency of embankment clearances	SM	31.05.23
Arrange for fuses to be removed from heaters in the lobbies	SM / LBB	31.05.23
Send Modtec Intercom details to GT / JB for comment/guidance	SM	31.05.23
Close out Elm flooring costs issue – work out who is to pay what	SM	19.05.23
Understand changes re insurance commissions then issue update to Leaseholders	SM	31.05.23
Forward GT's advice re JB Leitch costs for forfeiture proceedings	SM	31.05.23

3. Cladding Update

ME confirmed a general update has recently been put out to Leaseholders via Facebook and the WW website, nothing has been heard and nothing has changed re the position with Stanlil and the project continues to move on without them.

When the info is to hand, the final Stanlil account will be put together. That will determine what HE funds have been received by VHMC which subsequently be payable back to HE.

Things continue to move forward at a pace with Fairview and their contractors LCS who have been working well and efficiently. ME has now received a signed copy of the Developer contract with HE, but the definition of exactly what remedial work they will do is not specified – ME is discussing exactly what they will do for Elm, Cherry and Holly. ME/SM working with them re façade cleaning, balcony defects, planting etc for Elm block.

For Cherry block, they have the materials and works have started.

Program from LCS shows Cherry as being completed in 10 weeks (from last week) so expected date July 2023.

All previous suppliers (apart from the scaffolders) have confirmed they will not be returning to site. LCS are well equipped and have professional contractors to use instead. They have a public relations employee who manages interface with Residents.

Holly – we not seen a programme to date but recall a previous mention of 26 weeks which takes us to the end of the year. Hopefully, these timeframes will be bettered.

The transfer of BAPA from Stanlil to LCS is still in progress.

Fairview are seeking to minimise costs, and at present we have not had clarity regarding the standard and detail regarding works. The Govt contract only requires Fairview to remedy fire related work to a B1 standard (Stanlil remedied to A1). Are Fairview going to do what VHMC want, which is to remediate to an A1 standard? Currently Fairview have indicated that the replacement balconies to Holly will be aluminium, not the composite, which was in the Stanlil contract, they have indicated that if they install composite to the balconies, it will be at an additional cost to VHMC. ME has asked HE to give clear clarification as to what standard Fairview should be remediated to. Are Fairview obliged to complete work in line with our previous contract? VHMC need clarification regarding this.

Stewart asked what if Fairview will not remediate to A1 – ME said Leaseholders would have to pay, BUT Gove has legislated regarding leaseholder protection.

Regarding Fairview's proposal to remediate the balconies using aluminium – ME has bought time
ME has prepared an estimate of costs incurred to date which we could present to Fairview. Fire protection to structural steelwork - £210K, Gutters and parapets - £ 55K, further delays done to comply. Total IRO £ 579K spent but not yet recovered

So, when asked for (say) 80k for balcony material, we can ask 'what about the £ 600K?

Birch and Fir – nothing to update at present.

4. Review of Reserves and Bank Accounts

SS asked what about interest on MSCP – JB said we will account for that.

MG – asked how come Elm reserve funds are depleted – JB – due to the failed ins claim.

SS asked RE £1500 contributions – some of the work billed here was not fire related so potentially does not need to be refunded to Leaseholders.

MG asked RE Elm block – do LH's / sellers know about large reserve fund hole in Elm? JB - No – only board so far.

ME explained that Leaseholders in Holly have paid out contributions but have seen no benefit so far. Will take while to sort out.

5. Fairview Forecast

Covered above in cladding update.

6. Other Site Matters

None

7. Other Financial Matters

Latest monthly report

Share trans report to accompany the YTD report.

Previously agreed to show cladding costs on separate spreadsheet – SM to action

SS asked – remind me does CD have a payment plan? ME said his arrears have been referred to JB Leitch

8. AOB

ME – need to get back to scenario where we can bill 2021 charges.

We need directors to be content re costs related to 366 – require a precise statement on what we paid vs should have paid regarding the flooring and bottom that out asap.

We need Fortus' feedback on 2021 balancing charges and how charge them.

Progression of the 2022 accounts asap and issue the S20b notice – ask GT for advice.

The meeting was called to a close at 7.40pm