Styles House TMO

Finance Sub-Committee Minutes Draft

Date and Time	17th October 2024
Attendance	[redacted] TMO Manager
Apologies	[redacted]
Venue	TMO large meeting room

Agenda Ref	Issue	ACTION FOR
Item 1	**Introduction and apologies**	
Item 2	**Minutes & matters arising from November 2023** Minutes are agreed by all. Matters arising. Agreed.	
Item 3	**Bank reconciliation/Bank Accounts** • Accounts – corrected money for [redacted], now included • Money for lift maintenance removed for next year • Reports updated as requested. • Agreed that we will do the next six months plan • [redacted] examples – to be done • Overspent on repairs budget. However had a surplus this quarter, as got money in for various things. • Performing really well on rent	[redacted]
Item 4	**TMO Managers report** • See report - agreed • Discussed accounts following info from another TMO and agreed that [redacted] and [redacted] will look at it. • Discussed how to manage the repeated plumbing jobs, particularly for taps. Will look at options. • Concerned about the stairwells as the condensation is so bad.	[redacted] **All**
Item 5	**Project report & spend to be taken from reserves** • Agreed to take money from the account for upcoming planned bills. Agreed to withdraw £40,000. Will take from Redwood.	[redacted]
Item 6	**CCTV quotes** • Written to residents to confirm going ahead. Said not go in landings but will go in stairwells • [redacted] view is that they should be on the landings. Gave us background to his TMO and the cameras they have. • Ground floor – cameras are £800 and can zoom in up to half a mile, can do a fixed point or slow sweeping pattern.	

Agenda Ref	Issue	ACTION FOR
	Work well on corner of a building. Would cover our estate well. Downside is only look at one area at a time. Consider a fixed on the gate and a moving one. To cover all the grounds would be at least 2. • Inside the building – will need a lot more. Because the way the doors are recessed, it's harder to cover, would need two on the inside and two on the outside, as the glass is a barrier. Need to use the infrared. • On the stairwells, they are tricky as they are enclosed with a lot of angels. Running the power cables isn't very nice. Cost to benefit ratio goes down. Will get a series of small tight shots. Won't cover the passageways to the floors. • Blind spots – focus on the garden areas. • Discussion about which is the best type of camera and where. • Suggests one looking at the gate – high up but not too high, hang at about the bottom of the balcony on the first floor. • Discussed what issue trying to tackle. Manager provided housing management view of issues. • Lifts – really hard, need to get the council involved. Set up a virtual Comms link. Very specialised. • Discussed managing the data. Is mainly automated, will need a policy on accessing it eg two people present. • Agreed to focus on the gates, and the gardens, including the bin area, and the Lobby area. • Discussed concerns about people on the ground floor as this is their front door. [redacted] explained that [redacted] • Thanks to [redacted] for attending the meeting. • Website – quick discussion about updating.	
Item 7	**Hall charges** • [redacted] has tidied up the charges document and both rooms are ready. Pictures have arrived. Have asked [redacted] to do a picture and will look at getting an Ikea picture too. Need to sort out the key safe.	[redacted]
Item 8	**TRA Money** Still waiting to hear from HSBC.	[redacted]
Item 9	**Tenants fund** • Need to sort out something for Christmas. Will look at going somewhere. Also agreed chocolate for everyone. Get a sticker to put on what we give out. [redacted] to see if she can get a discount. Will get 60.	[redacted]
Item 10	**Funding for dog park update** • Spend to date is £23.96	
Item 11	**AOB** • Graffiti removal (from top of building) – council won't pay for it, so we will need to. £1000, agreed to pay for it.	

DATE OF NEXT MEETING
19TH February 2025