Styles House TMO Board Meeting

Monday 8 December 2025
Tenants Hall, Styles House

Name	Role
Gina Bradley	TMO Manager
Lisa Wood	Chair
Robin Spencer	Vice Chair
Joanna Russell	Secretary
Joe Ball	Treasurer
Rohini Mussai	Board Member
Mike Tuppen	Co-opted Board Member
Louise Howard Spencer	Board Member

#	Agenda Item	Discussion Summary	Decisions Made	Actions Required	Owner
1	Apologies, Attendance & Meeting Start	Inaugural meeting; Lou Keall joining remotely; no previous minutes.	Meeting opened; attendance recorded.	—	Chair / Secretary
2	Christmas Party Planning	Planning for 21 Dec event; mulled wine, mince pies, decorations; inclusive drop-in;	Event date agreed; time 1pm to 6pm; gift cards	Assign roles; source decorations; prepare	Board

		£20 gift cards.	approved.	logistics.	
3	Bank Account & Budget	Need access to accounts; debate over gifts; savings allow generosity.	All flats included for gift cards.	Secure access to banks; retain receipts for reimbursement.	Treasurer / Chair
4	Accessibility & Repairs	Gate issues; disabled access; need for power assisted door access; heating/plumbing faults in many flats; need survey.	Survey approved.	Issue surveys; coordinate OCO visits.	TMO Manager
5	Security, CCTV & Fire Safety	Concerns over CCTV cost/use; missing extinguishers.	Review CCTV; explore fewer cameras.	Access system; invite fire brigade.	Board / IT
6	Community Engagement	Use Tenants hall for activities; coordinate with Blackfriars Settlement; benchmark prices.	Expand community use.	Advertise; benchmark venues.	Secretary / Board
7	Policy & Community Relations	Need leaseholder sub committee; engagement required.	Sub-committee proposal noted.	Notice to ask for interested leaseholders to join a sub committee for representation.	Board