

Project: Meeting with Residents of Phase 1 Newhall

Client: Newhall Projects Ltd

Date of Meeting: 17th February 2022 at 7pm

Held at: New Ground Café, Newhall

Issued by / on: Michele Gallagher

Present: Michele Gallagher (SHW) MG
Georgia Busby (SHW) GB
Dominic Brownlee (SHW) DB
Plus x 16 home owners (names & addresses omitted due to GDPR Regs)

Action

1. Introductions

MG welcomes the meeting and introduces GB as Assistant Property Manager and DB as Estate Supervisor.

2. Annual Service Charge – 2022

MG advises the figures are the same as previous year. Resident raises a question regarding Reserve Fund – what is the figure and the plans to use it on? MG confirms balance as of 2022 is approx. £200k. Additional planting, new lighting, works to Teletubby hill, knee rail replacements, playground works as a result of annual inspections, will all be spent from the Reserve Fund.

Question raised on why planting doesn't come out of Service Charge? MG advises that is for general maintenance of landscape but additional planting across the whole estate is not included.

Question raised on how residents can raise suggestions. MG encourages this and advises to contact SHW for it to be considered. Residents asks if they will have information at Year End on how the Reserve Fund is spent. MG advises expenditure report will be provided.

3. Adopted of the roads by various Developers

MG informs residents that the only roads that have been adopted so far are Barratts Development. Essex Highways have identified that the Linden Homes Development roads have to be resurfaced and brought up to standard before adoption.

Question raised on whether adoption is a good thing and who should current issues be addressed to. MG advises up until adoption, developers are responsible by the developers and therefore issues can be raised to SHW.

	Action
A question was raised on who is responsible for the yellow lines. MG confirmed Essex Highways for any issues as these are only in place on the adopted roads.	
Residents asked for a map to show which areas have adopted roads and who to refer to. MG to look into having this information on the website.	MG
4. General Estate Maintenance & Management	
Question asked whether gardening contract goes to tender? MG confirmed yes it does and will again this year.	
Question put forward on whether a detailed description of works can be provided so residents know what work is being done. MG to check website and add publish statement of work.	
Concerns raised over the work at the top of Great Auger to prevent flooding as it hasn't worked - will there be an additional charge to re do it? MG to report to Newhall Projects but it is something they will cover costs of.	MG
Question raised about unfinished path, MG aware of this and looking into with Newhall Projects.	MG
Resident asks if there are plans to remove the playground to the rear of New Ground Café due to youths misusing it. MG advises no intention to move playground, but Newhall Projects are changing the structure of the rocket and installing additional lighting. Suggestion made for dummy cameras and lock on gates in the evening.	
Residents would like someone from Newhall Projects to come to next meeting. MG agrees and suggests, a member of Police to join for their advice on anti-social behaviour within Newhall.	MG
Resident queried why trees were cut down and re-planted. DB advised to remove the dead wood and plant new trees.	
Concerns raised over construction vehicles present on Maypole Street, with engineers installing large green box. DB to check with Newhall Projects but one of the resident believes it is gas work.	
Resident asked for update on sports field. DB to update website with more information and provide estimate timeline.	DB
Question raised on lack of dog bins. MG advised an additional 7 bins have installed. Additionally, can it be included in Honours spec. MG to check.	MG
Electric vehicle charging – Newhall Projects looking into options and providing a charging zone but lots of logistic issues and costs to look into.	

Question raised by resident – The branches on the trees along The Chase are constantly falling and not cut back enough. How often should they be treated; MG advises every 3 years. MG to bring this to Honours attention.

Action
MG

5. Any other business

With no further business, meeting finishes at 20:15.

6. Date of next meeting

MG suggested to hold meeting every 6 months and suggested next meeting be in September but TBC.