SAQML Meeting
8am, 19th November 2019
Mal Maison

Present

SAQML – Louise Richley, Paul Bate, Chris Suddes

Minutes

The following topics were discussed;

1) Fire Audit – Action points were discussed in relation to the recent fire brigade audit. All leaseholders were provided with a detailed letter on 12th November. The stay put policy has been altered to a full evacuation policy.

   Actions LR and PB to meet with the Fire Brigade representative to discuss action points.

2) Legal Case Against East West Insurance Company – Proceedings have been served on East West Insurance Company. The pre-action protocol is now in effect and our legal team have been instructed to seek mediation and settlement as soon as possible. All leaseholders have been kept updated. LR has had to provide confirmation of several points in relation to our notification of the Storey's report in 2013. All actions are now with EWIC.

   In relation to points one and two it was noted how much extraordinary work, time and expertise have been required by the executive Directors and a small increase in Director fees for 2019 were agreed.

   Actions LR to report back when EWIC next communicate.

3) Budget 2020 – The Directors discussed the budget and identified a number of areas where it was considered crucial to increase the charge. In light of recent serious leaks in the East and West blocks, it is essential to include a leak contingency item which will include £45k annually.

   Actions CS to circulate the final budget to other Directors in the next few days and provide this to Kingston to issue the service demand for 2020.

4) ADT Fire Alarm Cover – Following the recent fire alarm activations that resulted in building evacuations, the Directors met with ADT to fully understand the system and cover purchased. This comprehensive review included the age of the fire alarm system, how it interlinks with the commercial units and charges.

Actions **The Directors agreed to increase the standard level cover standard plus, meaning we are not charged for labour moving forward. This will increase the cost by approximately £300-400 per year but reduce it by thousands of pounds overall. The Directors declare no conflict of interest in this transaction.**

Meeting closed at 10am