

THE BRACKENHILL PARK

HAMILTON OWNERS' ASSOCIATION

OA Committee Meeting

Date: March 19, 2025 7:00 PM GMT

Participants: Chrissy Rooney, Craig Freeland, Dasha Chan, Hazel Hutton, James McIntyre, Lhyam Sumal and William Chan

Location: 35 Holstein Avenue

Duration: 78 mins

Overview

The Owners Association Committee Meeting addressed several key topics, beginning with updates on ongoing communication issues with Scott Builders and the possibility of engaging new contractors. The meeting highlighted financial discrepancies regarding management fees and the necessity of clearer cost breakdowns from Gordon Shanks while expressing concerns over Hacking and Patterson's transparency. The committee reviewed a draft constitution and discussed improvements in resident communication through a mailing list. They considered consulting the NHBC for further insights on the Scott Builders' situation and planned future quarterly updates and regular meeting dates, alongside preparations for the Annual General Meeting. Action items were assigned, including contacting relevant parties, drafting letters, and improving local administrative processes.

Notes

Owners Association Updates

- Update on contacting Scott Builders and their lack of response
- Mention of new contractors potentially coming on board
- Lynsey from Hacking and Paterson to provide updates on various issues

- Discussion on arranging a meeting with Alastair from Hacking and Patterson

Financial Concerns

- Discrepancies in management fees charged to different households ranging from £12 - £20 in different parts of the development
- Need for clarity on breakdown of costs from Gordon Shanks
- Discussion on phase-wise billing and potential savings
- Concerns about lack of transparency from Hacking and Paterson

Constitution and Communication

- Review of draft constitution and reference to title deeds - if Committee are happy with the document, this could be put forward at AGM for adoption
- Planned update to residents about ongoing issues and progress via social media, website and an email campaign

Scott Builders and NHBC

- Ongoing issues with Scott Builders' lack of response
- Suggestion to contact NHBC for advice
- Planning for future quarterly update meetings

Meeting Planning and Action Items

- Discussion on setting up regular monthly meeting dates
- Planning for the Annual General Meeting (AGM) in August/September
- Review of action items from previous meetings
- Discussion on contacting alternative factors for quotes

Financial Review and Contractor Issues

- Detailed review of management fees and charges
- Concerns about inconsistent billing across different phases
- Discussion on street lighting issues and council responsibilities - confirm whether H&P should appoint a contractor or continue to pursue the council

Action Items

Lhyam Sumal

- Email Lynsey to set up a call with Alastair for next Wednesday 26th March
- Create a scorecard for Hacking and Paterson's performance
- Extract and document the schedule from DSG quote
- Follow up with Lyney on the breakdown of costs from Gordon Shanks
- Forward previous communications with alternative factors to the group

Chrissy Rooney

- Create a calendar for future meeting dates
- Update the action plan and share with the committee
- E-mail resident who contacted us about the street light to check whether H&P should appoint a contractor or continue to pursue with the Council

William Chan

- Draft an update for residents about ongoing issues

Craig Freeland

- Contact Scott Builders again to push for a response (Colin)

Hazel Hutton

- Draft a letter to NHBC outlining the situation with Scott Builders
- Contact alternative factors to explore options (with Will, Dasha, Craig, Chrissy and James)