



Email: [hello@holboroughlakes.uk](mailto:hello@holboroughlakes.uk)

Website: <https://holboroughlakes.uk/>

### **Minutes of the HLRA meeting on the 13<sup>th</sup> March 2023**

**Present:** Sarah Hands (chair), Nicola Hughes (NH), Sam Hollingsworth (SW), James Sturgeon (JaS), Claire Wych (CW) (JoH), Matthew Shaw (MS), Melanie Johnson (MJ)

**Apologies:** Adrian Soper (AS), Annette Davies (AD), Keith Bristow (KF) Jon Kanareck (JK), Angela Ogbe (AO), June Heslop (JH), Sarah Fisher (SF), Jordan Howard (JH)

#### **RMG Report**

1. A new aerator pump will be installed in the Poynder pond on Tuesday 14 March
2. Fly Tipping in the bin stores remains a problem, residents are advised that if their waste cannot fit in the bin provided then it should be disposed of by taking it to the recycling centre. TMBC have sub contracted a company to enforce their fly tipping laws with fines.
3. Residents are encouraged to call the Police on the non-emergency number 101 should they witness anti-social behaviour.
4. We kindly request that visitor parking bays are only used for 24 hours and no return within 48hours. Please note that visitor bays are for all residents and visitors, residents who live closest to them do not have a priority for their usage.  
We have instructed a new cleaning company to clean the gym on a daily basis Monday to Friday, five days a week commencing 01 March 2023.
5. The works have begun on the stainless steel water feature at the front of house. It is progressing well and the contractors are currently sourcing the required materials.
6. KCC have begun the remedial works on roads and paths and the areas are cordoned off with traffic cones. It is anticipated that there will be inconvenience for pedestrians and road users.
7. There is an increase of residents who smoke are disposing of their cigarette ends into communal areas from their properties. This is illegal and we ask these residents to stop this behaviour and to others we would encourage residents who witness this behaviour report the incident to Tonbridge and Malling Borough Council.
8. The defibrillator has been deployed on two separate occasions but was not called to action.
9. The water tanks in Lakeview Court and 2 Walters Close were cleaned and treated on 09 March.

#### **SHG Report**

None received.

## **Action List**

### **03/20 Jeffrey's Lane pedestrian crossing**

The results of the parking survey, which canvassed residents' opinions about yellow lines, have been shared with Snodland Town Council. We are awaiting confirmation of next steps.

### **16/21 Cracked bonded paving**

SH noted that the roads adjacent to the west trim trial are showing significant signs of settling and subsidence which is causing cracking of the bonded paving. Members discussed that these issues need to be resolved alongside similar repairs to the trim trail itself.

### **17/21 Cobbles Booth/Alisander/Poynder**

No further update from February. Works will be undertaken once the weather is warmer and drier. Members reiterated that the uneven cobbles is an accident waiting to happen and arriving at a resolution has taken far too long.

**17/21 Action: RMG to request update from SF by 17<sup>th</sup> March.**

### **35/21 Update on Fibre Installation**

Members voiced their disappointment that no further progress has been made by Hyperoptic to supply the rest of the site. Members also discussed the need for competition between suppliers. The HLRA have exhausted options to progress and residents will be forced to wait until the roads are adopted.

### **48/21 Tarmac Land – Overgrowing plants**

Cutting back of the growth that is damaging fences adjacent to tarmac land was delayed while the hedgehogs were hibernating. RMG are to escalate with Savills once again for immediate action ahead of the hogs beginning to mate. If no outcome, RMG intends to complete the work and chase Tarmac for payment.

**35/21 Action: MJ to send email to Savills**

### **51/21 CCTV Quotes**

JaS conveyed the intention to go with the wireless mesh option and a final quote is required from D2 Security to progress. Members discussed the length of time it is taking to reach a final decision on the system and provider. To ensure the installation is completed ahead of the summer and the return of ASB, members agreed that the decision would be put to an email vote as insufficient members were in attendance to perform a live vote.

**51/21 Action: JaS to request final quote from D2 Security**

**51/21 Action: SH to send vote email**

### **57/21 Estate maintenance**

SH and MJ performed a walkaround with Best Buds to inform the forthcoming tender document. BB is to submit quote and HLRA will use this as a basis to go to tender.

**57/21 Action: MJ to send plans to Best Buds**

**57/21 Action: JaS to prepare final version of the tender**

### **85/21 Reducing the impact of fuel charge increases on Service Charges**

The electrician reviewed the light set up at the blue block of flats and concluded that the lights are lacking a sensor.

**85/21 Action: RMG to request quote for fitting of a sensor**

### **04/22 Dropped Kerb access point on Village Green**

RMG raised with KCC and is awaiting reply.

### **05/22 Repairs to Water Feature at front of the community entrance**

Works to lay new pipe have been completed. Fountaineers are making final provisions to bring the feature online.

**05/22 Action: RMG to notify when the repairs are complete**

### **10/22 ASB**

A quote has been received from Friars Group for the installation of a fence around the pontoon area to help deter ASB. Nemes is to be consulted on the quote and residents will also be consulted once a suitable option has been agreed.

**10/22 Action: JaS, Nemes and HLRA to review quote**

### **15/22 Rill cleaning**

The Fountaineers quote received last month requires further interrogation to understand if it is of value for money in comparison to Fairwater's charges. Members also discussed whether the cleaning could be included as part of the gardening tender to cut down on contractor admin.

**15/22 Action: MJ to discuss chemical storage with Fountaineers**

### **16/22 Dog droppings on the village green**

No objections have been received to the proposed new dog poo bin. Residents have until the 22<sup>nd</sup> March to submit their views.

### **24/22 South East Water – rotten hoarding**

SEW have still failed to respond to the matter.

**24/22 Action: JaS to chase SEW again by phone and contact us page and discuss any possible next steps with RMG's legal dept**

**MS to research maintenance department contact to raise with them directly**

### **29/22 Misuse of communal gardens**

Residents continue to misuse gardens. The estate team has been asked to manage.

### **33/22 Faulty gate – Primrose Close**

RMG investigated the historic process for releasing the gates when they are faulty. Concerns remain over the safety of releasing the gates. A new procedure is to be devised with RMG.

**33/22 Action: JaS to create new emergency access procedure and communicate to residents.**

### **37/22 Water and electricity meters**

No update, actions pending.

**37/22 Action: JaS/MJ to organise a walk a round to locate the meters, draw up a plan**

### **38/22 Village hall floor**

The carpet has been shampooed and a new hoover supplied.

### **01/23 Replanting of Buxus**

An external contractor will attend on site to complete the removal of the dead buxus, a mini digger is required to complete the work.

### **09/23 Buyer's packs for property sales**

Residents are advised to call RMG and request to speak to the SED team leader to escalate if a response has not been received regarding their property sale. James will intervene for any sales in jeopardy – his email address is [james.sturgeon@rmg.london](mailto:james.sturgeon@rmg.london)

### **11/23 Holborough Hedgehogs community events**

HH have kindly volunteered to run the Easter Trail this year – please keep an eye out for further information on Facebook. They will also be organising the Big Litter Pick over the Coronation weekend.

### **12/23 Replacement inspection covers**

Some inspection covers are beginning to crack. Members requested RMG to supply details of replacements for residents to purchase directly.

**12/23 Action: RMG to provide details**

### **13/23 Outstanding gutter leak SHG block Booth Close**

A gutter leak remains unfixed on SHG's block on the left of Booth Close.

**13/23 Action: RMG to raise with SHG for repair**



Email: [hello@holboroughlakes.uk](mailto:hello@holboroughlakes.uk)

Website: <https://holboroughlakes.uk/>

**14/23 Faulty water pump**

The water pump for Lake View is very sensitive and has been shutting down whenever it senses too much moisture, creating supply issues to residents. RMG are investigating.

**14/23 Action: RMG to provide update.**

**Next Meeting: Monday 17<sup>th</sup> April 2023 (Bank holiday on the 10<sup>th</sup> April) Closed at 20.40**