

### **Minutes of the HLRA meeting on the 9<sup>th</sup> June 2023**

**Present:** Sarah Hands (chair), Nicola Hughes (NH), Claire Wych (CW) (JoH), Jordan Howard (JH), Melanie Johnson (MJ), Jon Kanareck (JK), Keith Bristow (KF)

**Apologies:** Adrian Soper (AS), Annette Davies (AD), Angela Ogbe (AO), June Heslop (JH), Sarah Fisher (SF), James Sturgeon (JaS), Matthew Shaw (MS), Sam Hollingsworth (SW)

#### **RMG Report**

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1. The old pond water pump at Poynder Drive required servicing. The pump is now working and the water is flowing correctly.
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 subcontracted a company to enforce their fly tipping laws with fines.
3. Our electrical contractors carried out PAT testing on the Poynder Residential blocks on 05 May.
4. Residents are encouraged to call the Police on the non-emergency number 101 should they witness anti-social behaviour.
5. We kindly request that visitor parking bays are only used for 24 hours and no return within 48 hours. 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.
6. The weed and Feed contractors visited on 10 May for the control of weeds on soft surfaces and returned Wednesday 17 May to target the weeds on the hard surfaces.
7. KCC are continuing with 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.
8. There is an increase of residents who smoke 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 to report the incident to Tonbridge and Malling Borough Council.
9. The rills were serviced and cleaned on Thursday 11 May. The contractors have found that the rills are getting more discoloured as there were deposits of soil being deployed in the water most likely from children or dogs walking through the rills.
10. The air conditioning contractors serviced the system in the gym on 01 June.

11. The Lakeview pods were serviced Thursday 8 June.
12. The defibrillator was deployed on two occasions in May but was not used.
13. Two fines each of £150 was issued to residents who were caught fly tipping on the development by the private contractors of TMBC waste enforcement.
14. On 16 May the lifts at Lakeview and 2 Walters Close were inspected.

### **Action List**

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

KCC and Snodland Town Council continue to discuss the matter, but not further updates are available at present.

#### **08/20a and 1/21 Review of Lake Level- specialist report to be shared & Lake Maintenance & Hand-over process**

Berkeley Homes report that the sluice gate installation is complete, however RMG are waiting for training to take place. KF raised a concern over whether the workmanship is to a good standard.

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

Berkeley Homes confirmed that they are arranging a schedule and start date for the work. The resin is being replaced with an alternative product which should blend in – although some texture differences may be noticeable. Localised sub-base improvements in areas of more prominent cracking will also take place. HLRA raised their concerns over the longevity of only making repairs in certain areas.

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

Berkeley Homes confirmed that they are arranging a schedule and start date for the work. The block paving will be lifted and replaced with a new sand bed and thicker blocks which is suited to higher traffic zones. These repairs will be within the affected areas where blocks have been moved due to high traffic/turning. HLRA raised their concerns over the outlined repair methodology and intend to complete their own assessment to identify areas that require repair.

#### **17/21 Action: SF to elaborate on time frames and precise works to be completed**

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

Hyperoptic have indicated to Berkeley Homes that works will be completed in mid-August. Cabling into apartment blocks is underway, as well as the installation of a new green cabinet.

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

RMG have requested additional photos of the damage being caused by the overgrowth for them to share with Savills. Residents are requested not to throw garden waste or rubbish over the fence onto Savills land.

#### **48/21 Action: HLRA to send photos to RMG**

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

Following an email vote in April, D2 Security have been appointed to install the CCTV. The cameras are now on order and the signage has also been designed. D2 have indicated their intention to have the installation completed by the end of June.

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

Drafting of the tender document by BestBuds is underway. Once complete, bidders will be invited to submit their response. Any information gathered during the drafting process is to be shared with all bidders to ensure a fair and transparent process. HLRA discussed how to ensure the process is correctly managed.

#### **57/21 Action: JK to obtain a specification for comparison**

#### **57/21 Action: SH to set out next steps with BestBuds**

### **85/21a Marking of Parking Bays in Phase 3**

The markings company are to return on the 9th July. MJ has requested line markings for Matthews Close to be completed as a priority.

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

The electrician has suggested trialling an LED bulb in a bollard to ensure it works before replacing all of them.

**85/21b Action: MJ to progress with the electrician.**

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

The repairs were delayed because a pump had to be sourced from Europe. Work is planned to commence 13/06/23 and will take 2-3 weeks.

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

### **10/22 ASB**

HLRA discussed the return of youths swimming in the lake, the new 'camps' that have been made on the edge of the lake and the use of electric scooters on the estate. Members discussed the limitations of the Public Protection Order that is now in place – as it only applies to over 16s – and members remain concerned that new CCTV will not be enough by itself. Members agree that Berkeley Homes need to be more engaged in the matter and that the HLRA will not accept handover of HL until the perimeter is secured. A multi-agency meeting is being held on the 13/06/2023.

### **13/22 Lambe Close returfing**

The returfing of Lambe Close was delayed due to the hot weather.

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

Disagreements within RMG have led to a delay in the new bin being ordered. HRLA have requested that it is ordered.

**16/22 Action: MJ to order new dog bin and confirm date it will be installed.**

### **20/22 Matthew Close**

Roadgrip are earmarked to return on the 9<sup>th</sup> July to mark the road.

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

After some back and forth, SE Water now advise that the hoarding does not belong to them but was erected by Berkeley Homes around the perimeter to camouflage the site.

**24/22 Action: MJ to confirm that this is case (evidence from SE Water) and gain a quote for replacement hoarding.**

### **28/22 Access to RMG Living for SHG residents**

SHG are writing to residents to gain permission to share their data.

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

Residents continue to misuse gardens. The estate team has been asked to complete an inspection and evidence.

**29/22 Action: John Shaw to complete inspection and evidence**

### **30/22 Poynder Drive parked car obstruction**

A mirror was installed to provide better visibility however it was installed on the wrong side of the road and has since disappeared.

**30/22 Action: RMG to locate the mirror and fit to lamppost JPEA007**

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

The ability to open the gate manually when there is a fault remains unresolved.

**33/22 Action: MJ to follow up with JaS and report**

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

Following a resident communication, SH was advised that no Buxus is being replaced and an alternative plant that is similar but not from the same family will be planted.



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

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

**01/23 Action: MJ to supply Latin name of plants to avoid confusion and schedule for replanting**

**05/23 AGM to be considered for June 23 in conjunction with the publication of the accounts**

JaS advised that the accounts should be ready for publication late June and will work towards an AGM for July.

**05/23 Action: MJ to check whether HLRA can have a draft copy of the accounts. MJ to send out notice via RMG Living.**

**08/23 Takeaway services**

Members discussed the benefit of having takeaway services visit the site.

**08/23 Action: SH to follow up with food vendors.**

**08/23 Action: MJ to ask legal team about a contract with RMG to formalise it as income versus donation.**

**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: MJ to follow up with John Shaw**

**16/23 Internal and External Decorations**

The HLRA would like RMG to publish the dates for the cyclical program of internal and external decorations for the various blocks.

**16/23 Action: MJ to speak to JaS to ask if this can be supplied**

**17/23 Wildflower areas to promote bees**

Members previously discussed the benefit of leaving some areas of the estate fallow to encourage biodiversity. The area by the lake adjacent to the first viewing platform was first suggested however this was mown.

**17/23 Action: MJ to follow up with estate team and get some wildflower verge signs**

**17/23 Action: NH to introduce SH to the beekeeper on HL**