**Totteridge House Co-Operative LIMITED**

**MINUTES OF RECONVENED general meeting**

**Ground Floor Meeting Room, Totteridge House**

**7.00pm, Wednesday 18th April 2018**

**(Reconvened from 29th March 2018)**

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| **PRESENT**  S Latchman (SL)  A Morton (AM)  A Beeko (AB)  W Awad (WA)  V Dal Busco (VDB)  J Howe (JH)  S Premaratna (SP)  D Zanabi (DZ)  M Lawson (ML) | **APOLOGIES**  J Baxter (WBC)  S Henzley | **IN ATTENDANCE**  K Klidzia (Staff) | **NON MEMBERS** |

**2. Minutes of last meeting**  
The meeting approved the minutes dated 7th February 2018.

This was proposed by WA and seconded by SL.

**3. Matters arising**

This will be discussed under AOB

**4. Draft Budget 18/19**

Overall income is slightly higher than last year.

Block repairs and maintenance costs have increased to cover the costs of a replacement fire alarm panel, additional works to the intercom system and further lighting replacements to continue our plan to install LED lights through the estate.

Staff costs have been reduced due to the retendering of the finance contract which has saved £6000.

Management and service costs have been slightly reduced due to renegotiating the office lease and lowering some items of expenditure in line with last year's actual expenses.

Tenant costs have increased slightly due to a high level of works being required in the last financial year.

The budget was proposed by SL and seconded by JH

**5. AOB**

JH asked if the Councils Estate Service Officers can carry out the fire risk assessments - KK to check.

SL and KK are following up with the parking report - SL has been in contact with Marsha De Cordova's office and we await further information from them.

The buttons in the lists to not beep when pressed KK to check what can be done.

**Meeting closed at 19:40**