

**London Yard Management Company Limited Board Meeting
Held on Thursday, 26 November 2009 at 6.00p.m. at
Parc Properties Ltd, Meridian Place E14**

Present:

Frances McKeith (FM) – Chairman
Mark Ferris (MF) – Director
James Rimmer (JR) – Director
Gemma Appleby (GA) – Director

In Attendance: Mark Plunkett (MP) and Peter Plunkett (PP) (part) from Parc Properties Ltd

1. Apologies for Absence (FM). Shan Lloyd-Packer (SLP), Barbara Gorrie, (BG).
2. Minutes of Last Meeting (FM). FM asked for any items that had been progressed since the last Board meeting. MP updated that the emergency lighting has to be re-quoted for as the internal lighting specification has been changed and that this is now under way.

MP also updated that the pond lighting installation was delayed as the additional lighting in the Memsahab car park had taken precedence. The pond lighting will proceed as soon as the car park lighting has been completed.

MP also updated that the CCTV quote for remote access was still awaited.

No action points here due to restricted Agenda, they will be more fully covered in end Jan Board meeting.
3. Decision Log, Incident Log and Action Log (GA, MP, MF). No significant issues to report. MF updated that the year had ended with only 15 Action Log items still open out of the 146 opened throughout 2009.
4. Externals – Archers Tender Doc and review of structural engineers' draft report (MP/FM). The Board and Parc reviewed the engineers report which was more favourable than anticipated. The provisions for the windows and cills was debated at length and agreement reached on what was considered by all to be the fairest way of charging back these items to the leaseholders impacted. All other variables on the tender document that required a decision by the Board were agreed, in line with Parc's recommendations.

The next tranche of communications to Block 4 were agreed, FM to write to Block 4 to set their expectations.
5. Rubbish and Recycling – Final Notices (MP/FM). FM updated that BG had redrafted the Notices post the last discussions with MP and the caretaker. Notices approved for putting on website and noticeboards.
6. AOB: CAR006 – Rising Bollard, CAR007, Cleaning of Bin Stores, Gardening top-up (MP/FM) CAR006, all barring spotlight approved. CAR007, approved. Gardening top-up approved. FM updated that the security guard had informed her that the community police had again visited the site and met with him. He took them round the site highlighting trouble areas and suggested that a light be installed between the Vermeer Court garages as there is evidence of drug taking there as well as the usual places. MP agreed to get quote.
7. Date for Next Board Meeting (FM). 21st January 2010.