

Leasehold Forum Meeting

25 June 2024

Minutes

Present:

Peter Holt, Housing Team Leader (Accounts and Assets)

Julie Hood, Housing Equalities and Engagement Facilitator

6 Leaseholders

Apologies: 2 received from Leaseholders

John Hughes, Investment Manager

Julie Hood opened the meeting and welcomed everybody. Julie and Peter holt introduced themselves.

Julie reminded the meeting that:

- although you are sitting in your home you are in a meeting; please do not do anything you wouldn't do in West Offices e.g. eat
- that everyone is in the meeting for their own reasons
- to treat everyone with respect at all times, this includes staff, attendees and any organisations present/discussed in the meeting.
- let others raise their issues
- Housing issues are the only issues staff may be able to change, they have no influence over other CYC departments e.g. Council Tax, Parking etc
- if it is suggested that your issue will be investigated outside of the meeting do not continue to discuss it
- no items will be discussed in any other business unless they have been sent 7 days prior to the meeting, under any circumstance.

Gutter cleaning

Julie gave apologies from John Hughes, Investment Manager as he is unavailable to attend the meeting tonight.

He has given the following information:

Cleaning of gutters is included within the external painting contract. This means they are cleaned every nine years where necessary.

If gutters need clearing in the years between the painting programme they should be reported to our repairs team.

Peter told the meeting that his team are undertaking annual inspections of communal areas of blocks of flats. They will pick up on any issues.

It was noted that gutter clearing will need scaffold to be put up for some blocks of flats. This will significantly increase the cost. Peter will investigate if there are other more cost effective methods of clearing gutters.

Insurance

Peter Holt

There is no update available. Currently there is limited capacity within the insurance team and there has been a withdrawal in the market for this type of insurance cover (block insurance)

Only one insurance provider currently provides block insurance, meaning there are no competitive costs.

Peter will continue to investigate and will feed back information when possible.

Action Plan Updates

Peter Holt

1. Explore providing more comprehensive insurance for leaseholders

Action - Peter Holt to discuss with CYC Insurance team

Target date - December 2022

Current – No further update, see above

2. Parking Project

Current – this was progressing week however because the agreement to progress the scheme was 6 years ago it needs to be reviewed. A report needs to be resubmitted to the Executive.

Any Other Business

These items of any other business were received from Leaseholders at least 7 days prior to the meeting:

Communal hallways

Who is responsible for what?

- City of York Council come and clean on a regular basis but many other items fall on the residents served by that stairway/hallway eg. repairs to door locks/security mechanisms, replacing windows that have blown etc.

R - all of these are City of York Council responsibility and should be reported to our repairs team.

- Are CYC responsible for lighting the space so it is safe to walk in, providing matting on entry to avoid risk of slips and falls - Health and Safety issues, and if so, what specifically?

R - City of York Council are responsible for maintaining the lighting. If the lighting is poor our repairs team could check if a brighter light could be used,

Matting is not permitted under fire regulations

Garages

How is the roll out of signage on garage forcourts is progressing?

R - This was progressing week however because the agreement to progress the scheme was 6 years ago it needs to be reviewed. A report needs to be resubmitted to the Executive.

Gas Meters

Across some of City of York Council's estates, gas meters have been relocated from inside (usually in kitchens) to outside. Is there a program of work associated with this and could we be advised if and when this is going to happen across the rest of the estate, and will any costs fall on leaseholders for this.

R – There is no programme of work. When a property becomes empty if we know the gas meter needs to be relocated we would commission the work prior to the new tenant moving in for the whole block.

Northern Gas Network relocate the meters and the relocation is not led by City of York Council.

Leasehold Clinics

These have been well attended with no further requests to meet. If there is a need to repeat these more can be arranged. Please contact the Leasehold Team:

The Leasehold team can be contacted by email housing.leaseholder@york.gov.uk or phone 01904 551550 option 4, option 4

Grass cutting

The grass is not being cut regularly and long grass, weeds etc makes the areas look unkept

R – Grass is now cut 6 times annually. As this has been raised as a future agenda item a representative from Public Realm will be invited to the next meeting.

Next Meeting

A date in September 2024, to be confirmed.

Future agenda items to be:

From previous meetings:

Public Realm to discuss lack of gardening