

Landmark Place Management Committee

Minutes of meeting at Prospect Place 12 January 2005

1. Welcomes and apologies

- Chris Redfearn sent apologies

2. Minutes of previous meeting were agreed

3. Right of light, regarding Limerick House

- No further action

4. Concierge

- RW announced that new concierge was starting mid January

5. Cleaning

- RW announced that Wendy & John were to start as permanent employed cleaners w.e.f. 1/2/05 on 20hr/week each, they will report to the concierge team

6. Rubbish & Litter

- It was agreed that either RW or Mike J would draft a strongly worded letter to be sent to any offending tenant
- It was also noted that the bins were rented from Cardiff CC, RW to confirm the actual rental and if too expensive to consider an outright purchase
- RW suggested that the bins be moved to the commercial (red) bin store as they may fit alongside the 6 commercial bins , APT delegated to check with Flannels and Spar to assess their opinion and also see if there were any reservations from Cardiff CC in mixing commercial & residential waste (although it all goes in same truck !)
- APT asked what provision was there for recycling

7. Officers of the company

- Robin Alldred was proposed and seconded as Chairman
- APT was proposed and seconded as V-C
- Mike J was proposed, in absentia, as Secretary
- APT suggested rotating the secretary position around the membership

8. AOB

- Electricity savings
- Concierges to check on outside lights and also on any heaters in common parts
- Flyers –were discussed, no decision about how to handle them
- RW to pursue the leaseholder whose tenant damaged the picture on Ground floor of core4
- Most of those present wanted to focus on the financials at the next meeting

Date of Next Meeting: Wednesday 9 March 2005 18:30 Prospect Place