

## Minutes - Limes Farm Estate Regeneration - TRA Meeting

Job Ref: ER - 001

Project: Limes Farm Estate Regeneration Project

Date of Meeting: Monday 24<sup>th</sup> January at 12:30pm

Venue: Online – Zoom

### **Attended By:**

Jordan Dapaah	Project Manager – Epping Forest District Council	EFDC	(JD)
Rachel Smith	Team Manager Estate and Land Management – Epping Forest District Council	EFDC	(RS)
Lynne Moir	TRA Chair	TRA	(LM)
Limes Farm Estate Residents	Various	TRA	(TRA)

**Apologies:** None

### **Chair Taken by:**

Jordan Dapaah	Project Manager – Epping Forest District Council	EFDC	(JD)
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### **Minutes Taken/Distributed by:**

Jordan Dapaah	Project Manager – Epping Forest District Council	EFDC	(JD)
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### **Distribution:**

All attendees plus apologies

### **Next Meeting:**

Date/Time	TBC
Venue	TBC

<b>Minute Item</b>		<b>Action Owner</b>
1.0	<b>Introductions</b>	
1.1	No new introductions were made.	Noted
2.0	<b>Update on Automatic Opening Vent Installations to Smaller Block Balconies</b>	
2.1	JD confirmed that the AOVs had been installed requiring the final electrical connections to be made and 2nr. boiler flues to be extended before all works are completed. JD to liaise with those residents who require boiler flue extensions.	JD
2.2	JD reiterated that the AOVs were installed in line with the recommendations received within the annual FRA report.	Noted
2.3	LM noted that some residents had raised issues with the AOVs. JD confirmed receipt of resident queries and noted all are being responded to.	Noted
3.0	<b>General Monthly Update</b>	
3.1	JD confirmed the project has received initial design proposals for the outdoor gym. <b>See minute item 6.0 for further update on discussion.</b>	Noted
3.2	JD confirmed the project is due to receive initial designs for the pocket parks in early February. These will be shared at the next TRA meeting.	Noted
3.3	JD confirmed the project has instructed a 3 <sup>rd</sup> party pest control survey to review the ongoing issues with roosting pigeons around the estate. JD confirmed the project would look to implement the recommendations from the report as soon as possible.	Noted
3.4	JD confirmed the Section 20 (stage 1) observation period had now concluded. As a result, the Council had been in contact with a number of leaseholders who expressed a desire to join the TRA. JD confirmed the Council had put those Leaseholders in touch with the TRA chair for registration.	Noted
3.5	JD confirmed Baily Garner had begun writing the specification and have now confirmed the scope of works for each block. The project intends to release a further update to all residents on the scope by 28 <sup>th</sup> January 2022. <b>See minute item 4.0 for more on the proposed soft consultation pamphlet.</b>	JD
3.6	JD confirmed the project will look to ballot the style and colour choices for the front entrance door replacements. The ballot will also include	Noted

colour choices for the communal wall colours and communal floor coverings. **See minute item 5.0 for more information on how the ballot will work.**

JD noted the communal tree planting planned for 25<sup>th</sup> January had been pushed back to March in light of Covid-19. JD confirmed the new date as 1<sup>st</sup> March 2022. Noted

JD to confirm a suitable date with all to undertake a walk round to confirm park bench locations as part of the regeneration. Suggestion that a bench be dedicated to the Queen as part of the Platinum Jubilee celebration. It was agreed that this was a good idea and should be taken forward. JD

#### 4.0 **Soft Consultation Pamphlet**

4.1 **Note: An electronic copy of the soft consultation pamphlet can be found at <https://www.eppingforestdc.gov.uk/housing/council-housing/limes-farm-regeneration-project/>** Noted

4.2 JD shared an electronic copy of the proposed soft consultation pamphlet outlining the scope for each block and reviewed collectively. Noted

4.3 The high-level major works scope should be noted as the following: Noted  
**Smaller Blocks (216-230, 306-320, 405-419, 491-505)**

- |   |   |
|---|---|
| - Provisional roof replacement                      | - External redecoration of previously painted areas |
| - Window replacement                                | - Internal decoration of previously painted areas   |
| - Minor structural/brick stitching repairs          | - Cable management                                  |
| - Replacement rainwater goods                       | - FRA works   |
| - Repointing/Brick repairs                          | - Replacement front entrance doors                  |
| - Adaptions to door entry system to allow for video |   |

#### **Larger Blocks (Red, Green, Yellow)**

- |  |   |
|--|---|
| - Minor roof repairs                       | - Overlay of walkways/balconies   |
| - Window/balcony door replacement          | - Repairs to communal staircases leading to 1 <sup>st</sup> floor maisonettes |
| - Minor structural/brick stitching repairs | - Render repairs  |

- Overhaul of rainwater goods
- Repointing/Brick repairs
- Internal redecoration of previously painted areas
- Overhaul works to bin chutes
- Adaptions to door entry system to allow for video
- Replacement front entrance doors
- External redecoration of previously painted areas
- Replacement communal floor coverings

The high-level regeneration scope should be noted as:

- New park benches
- Tree planting
- New estate lighting
- Outdoor gym
- New wayfinding signage
- Pocket parks

## 5.0 Proposed Ballot Discussion

- 5.1 **Note: A draft copy of the ballot can be found on appended to the soft consultation pamphlets. The soft consultation pamphlets can be found at <https://www.eppingforestdc.gov.uk/housing/council-housing/limes-farm-regeneration-project/>** Noted
- 5.2 JD confirmed the ballot will be issued to all residents in early February. Each resident will be given an option to choose 1nr. Front entrance door style and 1nr. door colour choice. The most popular front entrance door colour per block will be adopted, all residents will get to choose their preferred door style. Noted
- 5.3 For the larger blocks each resident will also be given the chance to choose 1nr. communal wall colour choice and 1nr. communal floor covering colour choice. The most popular choices for each will be adopted across the whole block to ensure uniformity. Noted
- 5.4 All parties discussed the shortlist of door styles, door colours, communal wall colours and communal floor covering colours. The following options were agreed to be included on the ballot: Noted
- 4Nr. Front entrance doors to be provided by Grady's Joinery; 'Dover', 'Carisbrooke', 'Carisbrooke SB', 'Warwick'
  - 4nr. Front entrance door colour choices; Green, red, blue and white
  - 4nr. Communal wall colours to be provided by Dulux; Magnolia, Candy Floss, Dewdrop, Summer Blue
  - 4nr. communal floor covering colours; TBC

## 6.0 Outdoor Gym Proposal

- 6.1 **Note: A copy of the outdoor gym proposals can be found at <https://www.eppingforestdc.gov.uk/housing/council-housing/limes-farm-regeneration-project/>** Noted

6.2 All parties reviewed the outdoor gym proposals. All parties agreed to proceed with developing Option 2 as this provides all the essential equipment and reduces the risk of misuse by omitting apparatus such as the fitness rig. Noted

6.3 In line with Option 2 it is proposed the outdoor gym will include the following apparatus: Noted

- Hand Bike
- Spinning Bike
- Cross Trainer
- Chest Press/Seated Row
- Lat Pull Down/Shoulder Press
- Triple Pull Up Bar
- Recumbent Bike
- Double Leg Press
- Sit up Bench
- Parallel Bars
- Pull Up/Assisted Pull Up

6.4 The TRA queried if the outdoor gym would come with guidelines/ instructions. JD confirmed there will be onsite instructions adjacent to the gym equipment as well as instruction manuals provided to each resident of Limes Farm Estate. A physical tutorial/workshop will also be held on completion of the gym to help inform residents on correct use. Noted

## **7.0 Resident Engagement Update**

7.1 JD reiterated that the project was on another drive to recruit residents of Limes Farm Estate to the TRA. JD confirmed the project will be issuing a resident communication piece to all residents via the post. Noted

Alternatively, please email [getinvolved@eppingforestdc.gov.uk](mailto:getinvolved@eppingforestdc.gov.uk) if you'd like to become a part of the new community group.

## **8.0 TRA Queries**

8.1 TRA stated that there were several bikes improperly parked outside of Green block. RS confirmed the Estate and Land team will undertake a site inspection and look to resolve. RS

8.2 The TRA requested an update on the post box issues to red, yellow and green block. It was reported that mail continues to go missing. JD confirmed that the Council is working towards a solution with the Royal Mail, update to be provided. JD

JD advised that with the new video entry system being proposed there should also be fewer access issues in general.

- 8.3 The TRA noted the bin stores continue to be misused and left unsecured. JD confirmed the project will be looking to introduce a more secure locking mechanism as part of the works. Noted
- 9.0 Timeline/Programme**  
JD confirmed the following high-level timeline:  
**Section 20 (stage 1):** Completed  
**Design Phase:** Jan 22- April 22  
**Tender:** May 22 – June 22  
**Section 20 (stage 2):** June 2022 – July 2022  
**Works on site:** August 2022 Noted
- 10.0 Date and Time of Next Meeting**
- 10.1 Date and time of next meeting TBC. Noted