

Hebble Wharf Residents & Owners Association

Annual General Meeting Minutes

Date: 30 October 2025

Time: 7pm

Location: Notton Cricket Club

Chair: Martin Winham

Minutes taken by: Imran Chouglay & John Hodgkins

1. Welcome and Apologies

The Chair opened the meeting and welcomed all attendees.

In attendance : Martin Winham (Chair), Andrew Wright (Treasurer), John Hodgkins (Secretary), David Roebuck, Elaine Henry, Ann Lea, David Lumb, Patrick Morgan, Martyn Kenna, Carol & Fergus Dodds, Jamie Sykes, Brian & Maria Cammack, Imran Chouglay and Danny Hammond (Rainbow Playrooms).

Apologies were received from: Paul Hope, Russ Moran, Howard Dodgson, Devon Johnson, Edward Gulc, Freddie Coupe, Gary Bluston, Oliver Quarmby

2. Approval of Previous AGM Minutes (2024)

The minutes of the 2024 AGM were reviewed and approved as an accurate record.

It was noted that many of the points raised last year would be repeated in this year's meeting due to ongoing issues.

3. Chairman's Report

Link to full report: see Report [here](#)

The Chair summarised key updates and developments over the past year. Discussion focused on the following areas:

Cladding Remediation Works - EWS1 Review & Current Status

- Following the first intrusive investigation in 2021, subsequent changes in government criteria, ie PAS 9980, led Tri Fire to revise findings, relaxing certain requirements.
- Concerns remain regarding the legitimacy of Tri Fire's findings due to ongoing controversy.
- Bailey Partnership was engaged in 2023 including them wishing to undertake a second survey, scheduled for December/January 2024, HOWEVER, this did NOT proceed as no formal works order was issued by G&O (via PBM) to Bailey Partnership
- Praxis and Consult Construct have since completed a new survey and work plan/Specification, which has been submitted to Homes England (HE).
- During various ongoing communications, HE is now currently challenging the plan, referencing an intrusive Survey report from January 2024 that did NOT occur (as per

above note). Praxis has requested evidence of this alleged survey report to resolve the dispute.

- Progress of any actual site works for the Cladding Remediation works is now likely to be in the New Year at best.

Financial Remediation for EWS1 Work

- Discussions with Praxis indicate that HE may now cover all remediation costs for the Cladding Related works. Formal confirmation is still awaited for the necessary funding to be awarded for these works (as per above)
- Relevant defects will not be covered by HE; these costs will fall to the Headleaseholder and non-qualifying leaseholders.

Indications, from latest interpretation of legislation, are that Individual contributions will be required but will be capped at **£10,000**, payable over a period of **10 years**.

Compartmentation / FRA Report

- LBB Chartered Surveyors have provided a Specification derived from the Fire Risk Assessment (FRA) report and initial costings, currently under review by the Association Committee.
- LBB are also tasked with updating the legacy Maintenance Plan (2021), incorporating recommendations from surveyor Bill Ossitt and prioritised by John Hodgkins. This is also being commented back on by the HWROA Committee members - a Zoom meeting to try to be convened in order to clarify points and get progress moving, is trying to be convened for this and other key Hebble Wharf issues - to include LBB on the relevant aspects also.

Building Leaks

- Recommendation received to replace pipework throughout the building due to material and finishing issues that could lead to recurring leaks. The associated design/specification is under review by Praxis and HWROA will be chasing them to progress ASAP. Logistics and impact/works “overlap” into Leaseholders apartments will need working through to derive the most workable/cost effective solution....and to also, if possible, take account of some repairs (incl pipework replacement in copper) already done, where possible....
- The Insurance claim etc is still being progressed, but logistics and access for flat inspections has proven difficult for the Loss Adjuster and this process is being protracted accordingly.
- Leaseholders noted that inspection reports also recommended the installation of pressure reducing valves. Praxis has challenged this recommendation, though the basis remains unclear. The Association will raise this with Praxis for clarification.

4. Report from Praxis Block Management

All points covered within the Chairman’s Report (Section 3).

5. Treasurer's Report

- **Account Balance:** £435.25.
- **Membership :** 31 individual members (representing 40 apartments), plus Homeground Property (representing Grey GR) and Platinum Retail (leaseholder of Rainbow Playrooms). In the event of a vote, it was agreed that Grey GR (as primary leaseholder) would have voting rights for any apartment where the Sub-Lessee was not already a voting member. This applies currently to 4 apartments. Total membership therefore represents 44 apartments (76%) plus Rainbow Playrooms.
- **Subscription Renewal:** No renewal subscription is recommended for the current year.

6. Election of Officers & Committee

- No indication from current committee members looking to stand down
- No additional interest raised of members joining
- The existing Officers and Committee will therefore remain unchanged for 2025/26.

7. Block Finances

Building Electricity Costs

- Concerns were raised regarding a significant increase in electricity costs.
- It was noted that this increase has been prompted from historical issue (over at least 3 years) when no actual meter readings were taken, and estimates were used, leading to underbilling.
- The Association questioned why this issue was not identified sooner and whether current leaseholders should be liable for the shortfall.
- Requested that Praxis investigate how far back costs can reasonably be recovered and whether a challenge can be raised with the supplier, including whether there are any "time barring" limits on retrospective charging.

Service Charge and Reserve Accounts

- The deficit has not been invoiced for the past two financial years, meaning no funds were transferred to the Reserve Fund during this time. At the date of transfer from Plymouth Block Management (30 June 2024), the cash balance in Reserves was £8,256 and this balance currently remains unchanged.
- At the end of the accounting year 2023/24, Plymouth Block Management made no transfer from the Service Charge Account into the Reserve Fund, having failed to collect from leaseholders the Year End deficit the service charge account (£27,619) which remains outstanding. It was agreed that the 2023/24 deficit should be written off by reducing the transfer into the Reserve Fund by the same amount instead of leaseholders being invoiced for the 2023/24 deficit now. Praxis to be advised of this.

- Service Charge Accounts for 2024/25 indicate a potential deficit of £34,429 which is to be invoiced to leaseholders shortly. The Association has made observations on the accounts which may alter this figure slightly before the accounts are forwarded to leaseholders. A transfer of £33,000 is due to be made into the Reserve Fund once the deficit has been collected.
- With the reserve fund earmarked for work within the Maintenance plan, cost inflation has meant that many elements will now exceed the threshold at which a Section 20 Notice is required (circa £12,000) so it is anticipated that major works will instead be funded through the Section 20 procedure, which ensures full consultation with leaseholders. It was proposed that where possible, the number of Section 20 notices be minimised where works can be grouped together, limiting the associated costs of Section 20 process. However, works would need to be phased over a number of years to spread the costs for leaseholders.

Account Separation

- Although it was agreed in 2024 that separate Service and Reserve accounts would be established for Hebble Wharf, Praxis has faced difficulties with the bank due to the volume of new account openings.
- The Association will continue to press for these accounts, including a separate account for cladding remediation funds.

Arrears Update (as of 30/10/25)

- Leaseholder arrears: £45,000 (note that this includes recently issued quarterly invoices)
- Grey GR arrears: £30,000 (equivalent to three quarterly payments) – understood to be a mixture of late payments by Sub-Lessees and delayed transfer of funds to Praxis
- Concerns were expressed about delays in payments from Grey GR via Plymouth Block Management to Praxis. Praxis to advise on potential enforcement actions, including the application of late payment fees in line with interest.

8. Questions for Praxis & Any Other Business (AOB)

- **Communication with Sub-Lessees:**
Concern raised that sub-lessees of Grey GR properties are not receiving all communications from Praxis. Improved communication channels to be explored.
- **Airbnb Listing:**
It was reported that a property (room) within the block had been listed on Airbnb, contrary to lease terms prohibiting business use. Upon investigation, the listing was found to have been created by a former tenant without the leaseholder's knowledge. Members were reminded to remain vigilant and report any similar activity.

9. Meeting Close : The Chair thanked attendees for their participation and the meeting closed at 9.45pm