

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING
FEDERATION OF PRIVATE RESIDENTS' ASSOCIATIONS
Held on 20th May 2010 at the Plumer Room, Victory Services Club,
63-79 Seymour Street, London W2 2HF**

Present: FPRA Executive Committee Members: Robert Smytherman (Chairman), Richard Williams (Deputy Chairman), Mike Derome (Treasurer), Stephen Guy, Philippa Turner and Robert Levene.

In Attendance: Nic Shulman (Hon Consultant), Nicholas Roberts (Hon Consultant), Christopher Harniman (Hon Consultant) and Jacqui Abbott (Administrator).

1. Apologies for absence: Yashmin Mistry, Leigh Shapiro, Martin Coleraine, Muriel Guest –Smith, and Andrew McKeer.

2. Approval of minutes of the Executive Committee Meeting held on 24th February 2010.

Minor corrections were made, minutes approved and signed. BS meeting with Grant Shapps was cancelled.

3. Chairman's Report: A written report was distributed before the meeting and BS added that it had been arranged for FPRA to be partners with Manageyourblock.net for two forthcoming events to be held in London and Manchester in 2011. It is regarded that this exercise will give FPRA ideal marketing for potential members and publicity.

NR commented that he did not feel comfortable with the term 'partner' and wanted to know more about the financial liabilities for FPRA and a contract should be arranged. Perhaps the term 'associate' would be more appropriate.

BS also reported that he had represented FPRA at the LEASE conference which had been very successful.

4. Stephen Guy Report: A written report was distributed before the meeting and SG added that the website was now up and running although the forum board had not been reinstalled as it is believed this could be our weakness for further hackers. SG said he would now replace the old forum board with a new more accessible version to try and encourage more members to use it. NS suggested that News on the Block's forum might be suitable for this. BS also reported that FPRA now on facebook and twitter.

SG had attended the DCLG Task Force: Regulation of Agents meeting. He noted that as the general election was imminent, policy on regulation of agents was subject to change.

With reference to the new government it was agreed a letter should be written to Eric Pickles before the next meeting on 7 June 2010 putting our views to the new DCLG team - BS to deal with this.

NR also to draft a letter to the Secretary of State Chris Huhne CC: to Eric Pickles regarding Energy Efficiency and the push for legislation under Section 35 of the Landlord and Tenants Act.

SG attended ERMA awards ceremony at Lords where Yashmin Mistry won two awards this has been recognized in the forthcoming newsletter.

5. Treasurer's Report: In the absence of MD as running late RL gave a treasurer's report. It was noted that the profit and loss included £5750 income for advertising and this is spread over two years.

CH suggested that perhaps at subscription renewals next year and incentive to pay early would be a reduction of £25.00. This idea to be revisited nearer the time.

6. Report & Accounts: BS to sign the audited accounts after small presentational errors would have been corrected.

It was agreed that the accountants fee (HW Fisher & Co) was reasonable and represented good value.

7. Campaign Issues: It was agreed that all eight of the campaign issues needed to be revisited with the new MP's. BS to draft a letter to the key people regarding the Federations demands and thoughts on improvements to the legislation. Draft letter to be included with the minutes.

8 Update of Contacts: List updated and attached.

9. Update from Admin Office:

- a. As at 19 May 2010 the membership stood at 375 paid renewals, with 219 still outstanding – renewal reminders due to be sent with the latest newsletter.
- b. We have approximately 12 members' question outstanding and the admin office have dealt with 309 questions from 31 March 2009 – 31 March 2010.
- c. A breakdown of the amount of questions being answered by each individual consultant was given.

9. Location and dates for future meetings:

Wednesday 15 September 2010

AGM Wednesday 27 October 2010 – Grill Room – speaker to be Nigel Wilkins (CARL)

Wednesday 15 December 2010

10. Any Other Business:

- a.** RL noted that David Dolby is part of a new body PSB (a board of RICS and other trade associations) hoping to preempt regulations, setting standards for all industry including estate agents and managing agents. Set up as a non-government body – leaflets handed out with the general principals.
- b.** CH commented that Peverel had sent a letter to all managing agents apologizing for some of their conduct. Letter to be forwarded to admin office.
- c.** It was noted that we have not had a reply from Data Protection letters.
- d.** Request from Becketts House RA – currently a non member for someone to attend forthcoming meeting. NS to consult diary possibly to attend on 9 June 2010.
- e.** ARMA leaflet for leasehold of flats – possible link from website along with other ARMA guidance notes – confirmation of approval first.
- f.** 40th anniversary in 2011, possible inclusion in FPRA logo to be discussed further at the AGM – perhaps have a minister to speak at 2011 AGM – Andrew Stunnell or Eric Pickles?
- g.** Chief executive role, RL dealing with admin office BS and SG sharing outside roles everyone happy with situation at present.
- h.** Survey with members – take no further action at present.
- i.** Order 700 extra newsletters to accompany letters to ministers.

Date for next meeting Wednesday 15 September – 5.30pm Victory Club