Admiral House, Cardiff
Newport Road Maintenance Limited

Summarising Minutes of a Directors Zoom Meeting 13th April 2021

Directors Present:	Mr E Davies (ED) Mr N Jarjis (NJ) Ms S Morris (SM) Mr P Parry (PP) Mr M Currie (MC)	Chair for meeting
In Attendance:	Mr N Gregory (NG)	WPP – Managing Agent

Apologies: Apologies received from:

N/A

AH11/21 **Quorum**

Those present resulted in a quorum.

AH12/21 **Chairman's appointment**

** took Chair.

AH13/21 **Declaration of interests**

** asked all directors to ensure the declaration of interests was updated as and when needed.

AH14/21 **Render**

The Board reviewed the information related to Thermocork; on the basis of evidence the Board concluded that they did not have the assurance for performance and compliance with fire regulations required to proceed with this method.

As previously discussed, and agreed, Curtins' recommendations would be accepted and acted upon in taking the Section 20 Consultation forward.

Any possibility of the buildings insurance policy, Ground Landlord or warranty from the time of redevelopment covering the costs had been investigated and closed out some years previously thus invoices needed to be dispatched to the members.

Payment would have to be received in full by 31st August 2021 to enable time for legal action as and where required. This was subsequently extended to 30th September following emails from members (provided equal payments were received in preceding months so the debt diminished commensurately with the elapsed time).

Suitable covering communications would be agreed with the Directors and issued with the invoice with an advice letter being dispatched 14-21 days prior.

AH15/21 **Apartment ****

Further communications had been received from the solicitor acting for the leaseholder of apartment **.

The Board confirmed its position in relation to both the security of the car park and liability towards the balcony's surface.

Subsequent communications involving the solicitor in specific relation to the balcony's decking work, resulted in good will payments from both the contractor that undertook the balcony refurbishment work and WPP, have closed the matter.

AH16/21 **Time and Date of next meeting**

Next scheduled Skype meeting - 6.00pm Tuesday, 8th June 2021 although an earlier meeting to discuss the render / any other matters if applicable was possible (if so, the date would be established in due course).

AH17/21 **Any other Business**

No further business was discussed thus the meeting closed at 18.45PM

N Gregory – NRML Company Secretary 5th June 2021