

Minutes of Limes Farm Estate Regeneration Coffee Morning Meeting

Job Ref: ER - 001

Project: Limes Farm Estate Regeneration Project

Date of Meeting: 23rd April 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)
Marie Thorpe	Team Manager Home Ownership – Epping Forest District Council	EFDC	(MT)
Christina Bagan Jones	Resident Involvement Officer – Epping Forest District Council	EFDC	(CBJ)
Patrick Arnold	Community, Culture and Wellbeing – Epping Forest District Council	EFDC	(PA)
Limes Farm Estate Residents	Various (53Nr.)	LFE	(RA)

Apologies:

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	21 st May at 12:30pm
Venue	Zoom link

Minute Item		Action Owner
1.0	Introductions	
1.1	JD introduced all members of the resident engagement team as per the above.	Noted
2.0	Project Vision	
2.01	JD confirmed that it is Epping Forest County District's (EFDC) intention to undergo a regeneration project at Limes Farm Estate to create a warmer and nicer place for residents to live.	Noted
2.1	What is Involved in the proposed capital works Scheme	
2.1.1	JD confirmed the works will include the following: <ul style="list-style-type: none"> - <u>Compliance Works</u> (works that must be carried out, such as fire safety works) - <u>External planned maintenance work</u> (works such as replacement windows which have been identified via our planned preventive maintenance programme) - <u>Regeneration works</u> (works such as new parks, new benches, new trees etc which will create a nicer environment and warmer place to live in). 	Noted
2.2	How do we intend to deliver	
2.2.1	JD stated that the works will be delivered over the course of the next 12-18 months.	Noted
2.2.2	JD noted that the proposed project will not directly affect residents until the works commence on site. Due notification of this will be given and a full impact assessment carried out to ensure minimal disruption during the delivery phase of the project.	Noted
2.2.3	JD stated regular communication with identified project stakeholders especially our resident focus groups will be essential to the successful delivery of the scheme. It is our intention to meet with our focus groups a minimum of once a month Please get in touch with the project if you would like to be part of the Limes Farm Community group by contacting 'getinvolved@eppingforestdc.gov.uk'	Noted
2.2.4	JD confirmed the project will be delivered traditionally using RICS (Royal Institution of Chartered Surveyors) qualified construction consultants, a Principal Contractor to undertake the works and a robust construction contract to honour the intentions of all parties involved.	Noted

2.2.5	All statutory obligations will be followed as required by law. For example, Local authority planning requirements and Section 20 Leaseholder obligations.	Noted
3 What will the estate regeneration plans involve		
3.1	JD noted that following the creation of the Limes Farm Regeneration focus group EFDC would like to start working with the residents to identify what regeneration proposal they'd like to see the most.	Noted
3.2	JD suggested several high-level proposals for what the estate regeneration could include. These were; <ul style="list-style-type: none"> - New park areas - New multi-use games areas - Bin store upgrades - New Outdoor gym 	Noted
3.3	Residents in attendance confirmed that the outdoor gym proposal would be good to see as it has been requested for some time. Other suggestions included; <ul style="list-style-type: none"> - New signage - New benches - New dog walking area 	Noted
3.4	JD welcomed the above suggestions, noting that all proposals would be subject to statutory and financial restrictions.	Noted
4.0 Introduction to Community and Wellbeing		
4.1	PA set out the community and wellbeing initiatives currently involved at the Limes centre. These included partnerships with non-profit organisations such as Bernardo's, Red Balloon and St Win's Church	Noted
4.2	PA confirmed that the Strength, Balance and active living classes are due to return to the Limes centre on 17 th May 2021. Further information is available from agilbertball@eppingforestdc.gov.uk	Noted
5.0 Resident/Leasehold Engagement Strategy		
5.1	JD confirmed that the best way to get in touch with the project is to use the ' majorwork@eppingforestdc.gov.uk mailbox '. This is a specific mailbox set up for queries relating to the major works. We aim to get responses back to you within ten working days.	Noted
5.2	Outside of the above JD confirmed that the project will continue to use letters, monthly meetings, resident associations and social pages to communicate key events and updates to residents.	Noted

Please get in touch with the project if you would like to be part of the Limes Farm Community Group by contacting getinvolved@eppingforestdc.gov.uk

- 5.3 Leaseholders – Section 20 Obligations/Queries**
- 5.3.1 JD confirmed the proposed works will be rechargeable to EFDC leaseholders. EFDC will follow the statutory Section 20 process in setting out which Major Works will be included and how much they will cost in due course. Noted
- 5.3.2 JD confirmed London and Quadrant leaseholders belonging to Limes and Copperfield’s should contact their landlord regarding any rechargeable costs. Noted
- 5.3.3 JD confirmed leaseholders should continue to use the [‘homeownershipsteam@eppingforestdc.gov.uk’](mailto:homeownershipsteam@eppingforestdc.gov.uk) mailbox for general leaseholder queries. Any project related queries should be sent to [‘majorwork@eppingforestdc.gov.uk mailbox’](mailto:majorwork@eppingforestdc.gov.uk). Noted
- 6.0 Limes Farm Resident Group**
- 6.1 CBJ confirmed a zoom meeting will be held on 4th May at 6pm to create a new Limes Farm Community Group and to begin the selection of Block Champions. To join the meeting please email CBJ on getinvolved@eppingforestdc.gov.uk Noted
Post minute item – The Limes Farm Community group has now been created. If you’d like to join please contact the above email address.
- 7.0 Timeline/Next Steps – One Month Lookahead**
- 7.1 JD confirmed it was the projects intention to commence the following tasks asap: Noted
- Tender and appoint a construction consultant
 - Create a Limes Farm Estate Resident Association/Regeneration Focus Group. Ongoing.
 - Undertake any recommended compliance works
 - Confirm scope of works to be undertaken as part of the regeneration project.
- 7.2 JD confirmed the date and time of the next Zoom meeting as 21st May 2020 at 12pm. Noted