

BANCROFT

TENANT MANAGEMENT CO-OPERATIVE



ANNUAL REPORT 2012 - 2013

Annual General Meeting

30th September 2013

John Scurr School, Cephas Street

Agenda

1. Chair's Introduction
2. Apologies
3. Minutes of the 2012 AGM
4. Matters arising
5. Election of Management Committee members
6. Annual Report
 - A/ Committee Report
 - B/ Treasurers Report (including audited accounts 2012/13
 - C/ Motion to accept Report
7. Decision to Continue TMC
8. Appointment of Auditors
9. Membership Procedure & Committee Declaration
10. 2013/14 TMC Plans
11. Guest Speakers - Social Action for Health
12. Question time & A.O.B.

Minutes of the**ANNUAL GENERAL MEETING****26TH SEPTEMBER 2012 6.30 pm John Scurr School, Cephas Street****Present:** See attendance list**Apologies:** None**In attendance:** Lockhart Murdoch (Interim Director), Cllr S Islam, Cllr L Pavitt, John Coker (all LBTH), Christine Foley (THH), Wendy Newell (Independent Advisor), Julian Smith (Future TMC Director)

		ACTION
	Chair opened Meeting at 6.30pm and welcomed members. Requested members observe the Ground Rules for Meetings.	
1	Minutes of 2011 AGM	
1.1	LM explained there were two sets of minutes as AGM had adjourned in September and been re-convened in November. Minutes Agreed. Matters arising all covered on Agenda.	
2	Agenda item 9 brought forward - Membership & Committee Members' Declaration. - MU explained this item was relevant to the election and it was preferable members & nominees for MC understood this before people voted.	
2.1	CH outlined the proposed new Membership procedure. MC believed this would avoid the controversy which had previously arisen around membership and residence. Agreed unanimously.	
2.2	CH explained the purpose and intention of the MC Declaration. This ensured those wishing to serve on the MC were committed to contributing to the TMC. Members acknowledged they would be deemed to have resigned if they missed 3 meetings without apologies. Members acknowledged that, if they gave false information on their declaration they would lose the Co-op's limited liability protection. Agreed unanimously.	
3	<p>Election - MU explained that, as the TMC has agreed to reserve 3 MC places for women members, there were only 2 places available for male nominees. On the yellow ballot paper, members should only cast two votes for candidates. Any ballot paper with three votes would be deemed spoiled and not counted. MC nominees were asked to introduce themselves and state briefly why they wished to serve on the MC.</p> <p>Members who could not stay for the whole meeting may cast their votes straight away. The Ballot Box would be open to votes until 8.00pm.</p> <p>The AGM would be adjourned briefly for a Prayer Break around 7.10pm and members could complete and cast ballots at that time.</p>	

		ACTION
4	<p>Annual Report - MU advised a full report from the MC was published in the Annual Report on pages 9 & 10. This report outlined the hard work MC members and staff had been engaged in since November. This included addressing the Breach Notice; Undergoing Training in Governance; Changing the TMC Rules and trying to improve representativeness; Tackling a backlog of neglect of common parts and improving Repairs; Addressing Crime & Anti-social Behaviour, organising community activities; Opposing the Mantus Road development as currently proposed.</p> <p>MU asked that minutes record his thanks to all of his fellow MC members, including those who had left and those who would be leaving as of this AGM. MU also thanked the TMC staff and assured them that MC appreciated their hard work. MU advised new Director Julian Smith would take up his position shortly. JS was asked to stand and introduce himself to the meeting.</p>	
5	<p>Treasurer's Report</p> <p>FA introduced the Treasurer's Report which was published on pages 11 - 13 of the Annual Report. FA explained that the TMC had been through a very difficult year financially, due to the withholding of its allowances, Voids monies, and critical Audit Reports. FA explained that the TMC had addressed many of the previous faults. It had appointed a Bookkeeper and updated its records and record keeping. It had implemented the Audit Report recommendations. It had recovered the £50,000 lost through fraud. It had set a new Budget. It had received the withheld monies it was owed. It was geared up to negotiate new Management & Maintenance Allowances. It had finally received "Substantial Assurance" in the latest external audit. FA thanked those who had worked with him during the year. FA was now standing down as he had moved off the estate.</p>	
5.1	<p>Questions -</p> <p>Why did the accounts show a substantially increased sum under "Debtors"?</p> <p>LM advised the accounts showed income of £451,000 as this was the sum that was due, but the TMC had not actually received this sum due to withholding of allowances.</p> <p>What was the outcome of the £50,000 fraud and shouldn't the TMC be taking legal action against the fraudster?</p> <p>LM advised that the missing cheque for £50,000 had been paid into a bank account which had been opened fraudulently via an Identity theft. The funds had then been transferred to a third party's account. This third party had been arrested and charged, pleaded guilty and was awaiting sentencing. Prosecution was being led by the Crown Prosecution Service. The bank had accepted that it should not have allowed the fraudulent account to be opened and the cheque to be cleared through that account. As a result it had agreed to reimburse the TMC for the lost funds. There was little to be gained in the TMC pursuing a private prosecution which would be time consuming and costly.</p>	

		ACTION
	<p>What was meant by the Pension Risk referred to in the Report?</p> <p>LM advised the TMC had signed up to the Social Housing Pension Scheme [SHPS], which was proving very costly. In common with many pension funds, it was calculated that SHPS would be unable to fund its future pension commitments and was heading into deficit. As a result, the TMC was required to pay £10,300 this year as a deficit contribution. This was in addition to paying 12.1% Employer's contribution on the salaries of the two staff still in the SHPS. Should those two staff leave the TMC's employment, this would trigger a lump sum payment to SHPS of as much as £600,000. This would bankrupt the TMC. The TMC was taking professional advice on ways of addressing its pension problems. So far, the advice received indicates the Pension Trust would be amenable to re-negotiations of the TMC's terms. The law in relation to pensions would change in 2015 and all employers would be required by law to offer employees a stakeholder pension. The TMC was seeking further advice on this to ensure it did not enrol any more staff in the current SHPS Scheme.</p>	
5.2	<p>Acceptance of Report - MU asked members to vote to accept the Report and report of the audited accounts.</p> <p>Agreed unanimously</p>	
6	<p>Vote to Continue - MU advised the Management Agreement required the members each year at the AGM, to vote to continue the TMC. [LM advised that every 5 years, the TMC is required to hold a ballot. Last ballot was held in 2009.]</p> <p>Agreed Unanimously</p>	
7	<p>Appointment of Auditors - MU / FA explained that the TMC had retained the same auditors for many years. MacIntyre Hudson had historic knowledge of the TMC and MC recommended their appointment as auditor for 2012-13.</p> <p>Agreed Unanimously.</p>	
8	<p>Future Plans - MU outlined the wide range of ideas MC had for continuous improvement of the estate including establishing a Future Service Improvement Programme:</p> <ul style="list-style-type: none"> • Continue to develop the MC through Governance Training • Ensure the TMC is accountable to all residents • Work with new Director to improve all of the TMC's services • Make the Estate a cleaner and safer place • Develop new contractors • Negotiate a new Management Agreement & new Management & Maintenance allowances with the council • Develop a programme of youth and other community activities • Make full use of 12 Wickford Street for the benefit of all sections of the community • Ensure developments in the neighbourhood, including Mantus Road and 12 Wickford Street benefit Co-op members 	
	<ul style="list-style-type: none"> • Get the CCTV fully operational again • Work with THH and the police to tackle crime and anti social behaviour. 	

		ACTION
9	<p>Guest Speakers -</p> <p>Cllr Pavitt introduced herself to members. Advised she was very pleased to see the visible improvements on the estate. Was pleased to see a well run and organised AGM. Thanked those she had worked with at BTMC for their help and co-operation and wished the TMC well for coming year.</p> <p>Cllr Islam echoed his councillor colleague's sentiments. Expressed his regret LM would be leaving the position of Interim Director and recorded his thanks to LM. Cllr Islam would be available to assist the TMC and would be pressing for improvements to the estate.</p> <p>John Coker advised he was very pleased to see that the TMC had come a long way since the year before. LBTH was satisfied that the issues covered by the Breach Notice had been addressed. LBTH would write to the TMC in the next 2 weeks to confirm the Breach Notice was lifted. JC advised that the items listed in the TMC Future Plans were exactly the issues he would expect and wish the TMC to address. LBTH would continue to work with the TMC and would look forward to negotiating into a new Management Agreement with the assistance of Wendy Newell.</p> <p>Christine Foley introduced herself as Bethnal Green Neighbourhood Manager for Tower Hamlets Homes. CF advised that she had got to know LM and TMC officers over the year and established good working relations. CF looked forward to continuing to develop this partnership.</p> <p>Lockhart Murdoch - LM gave a presentation about some of the problems faced by estate management and caretakers. This especially included dumping, vandalism, destruction of CCTV cameras, tackling ASB. LM assured members TMC staff were working very hard to tackle estate problems. Many of the issues took hours of staff time to address. LM thanked MC members for their support over the year. LM recorded his thanks to the TMC staff for their hard work and dedication.</p>	
10	<p>Election Result - All three female nominees, Stacey Gevaux (Braintree House), Mary Okukenu (Cephas House), Sarah Jane Vine (Pemell House) were elected unopposed. The remaining two places were filled by Abu Thakur (Sceptre House) with 43 votes and Kona Miah (Wickford House) with 42 votes.</p>	
11	<p>Close - MU advised new MC members would get invite to their first meeting which would take place next week. Thanks to guests and to members.</p>	
	Meeting ended 20:20	

Management Committee Report

2012/13 was a successful year for the TMC as we moved forward with our plans following the lifting of the Breach Notice last autumn. Lockhart Murdoch, the interim Director since 2011, handed over the reins of the day-to-day management to our new Director, Julian Smith. We would like to thank Lockhart for all the work he undertook alongside Committee members in setting the ground for the TMC to once again be a shining beacon within Tower Hamlets.

The past year has also seen us say goodbye to Salick Uddin after 12 years of service, Salick has worked as both Receptionist and Estate Support Officer during his time at the TMC. We wish Salick well in his future. Rahima Khatun, Receptionist/Administrator started last November at the same time as our new Director and she is the second member of staff who originally came to us via the local Skills match graduate scheme.

Residents in control of their own environment and having direct input in defining their own level of services as users themselves is a cornerstone of what Bancroft Tenant Management Co Operative is about. We continue to ensure priorities are always dealt with according to what is relevant to the people who live, rent or own properties on the estate. This guarantees that residents are motivated to engage in real decisions on service issues and spending plans. A feature that is bringing success and further longevity to an Organisation that has now been in place for 21 years.

What Have We Done Over the Past Year?

During the last AGM we outlined several areas to those present, where we intended to show visible improvements in 2013 and we have endeavoured to reflect this progress within the newsletters sent out on a regular basis under the heading of 'Plans for Improving the Estate in 2013.'

Create a Website

We are pleased to let you know that we are gearing up to have Bancroft online shortly following a successful check by Tower hamlet Homes. We welcome ideas on how to improve our site.

Make the Estate Greener

Following the introduction of professional gardeners to cut and manage our green areas we have been fortunate to have secured the services of Community Payback Operatives; who have been engaged in a program of cutting back hedges and bushes throughout the estate, alongside our Caretaking Staff. The results have visibly made a difference and the fact we do not pay for these extra resources has meant we have achieved this noticeable improvements without impacting on our budget, which should appease service charge payers.

We have also started the long awaited program for graffiti removal and several areas affected

by this blight, such as Mantus Road, that has been tackled over summer. Furthermore, we managed successfully to tap into some external funding provided by the Mayor of Tower Hamlets which has allowed us to repaint areas of the Play Area and to tackle graffiti. It is certainly our intention to provide value for money, especially for those paying service charges whilst simultaneously raising the standard of the appearance of the communal areas of the estate.

24 Hours CCTV Cover

We are delighted to let you know that large communal areas of Bancroft Estate are now covered by CCTV, which is watched by Operatives from Tower Hamlet Council; 24 hours a day, as opposed to being sited within the TMC Office, where we could not hope to have resources to match this cover. Within 2 weeks of the cameras being installed, the CCTV successfully identified a car that was used involved in criminal activities. We would hope as the cameras are now in operation, this will lead to a reduction of fly tipping, graffiti and ASB.

Jetting Forecourts / Cleaning

You will have noticed changes out on the estate as we strive to achieve higher standards of cleaning; an area which has been neglected in the past. By purchase of a jet washer and the Caretakers working more effectively as a Team is showing improvement throughout the estate, we are aware that there is still room to improve. New noticeboards have been installed, where the cleaning schedule are visible alongside a picture of your dedicated Caretaker. Performance is now being measured and checked by our Estate Support Officer on a regular basis.

Anti-Gang Initiatives / Youth Work

Due to concerns over an increase in anti-social behaviour, the TMC invested £20,000 from our reserve funds in this area by engaging a dedicated youth worker from Osmani Trust to work with our young people. As of last month the scheme has now come to an end, the TMC continues to allow Osmani to utilise the building once a week so they can continue to mentor our youth.

The TMC successfully sourced external funding's in order to send some of our young people to attend a "Motorbike maintenance course" which coincided with the school holiday. The TMC are in discussions with local Football Club and other local funders to invest further resources for the estate. We will also continue to work alongside Tower Hamlet Youth Services and the Safer Neighbourhood Police Team to source new funding streams for projects that will encourage participation amongst our Youth.

Introduce Elderly Women's Lunch Club & Services for Women / Girls

Further progress is needed in this area; we are currently talking to local voluntary groups who are keen to help us achieve our aims. The TMC accommodates the Bancroft and Cleveland

Elderly lunch Club twice a week and this group will be starting a women's only group from the beginning of October 2013. The TMC have applied for external fundings to introduce a session solely for females where; drama, confidence building and henna painting are amongst the activities planned to take place.

Petitioning for Decent Homes and Cladding/ Insulation Works

The estate has suffered from endemic condensation issues for many years, and is the main reason for residents' complaints. We have petitioned Tower Hamlets for help in addressing this blight. The TMC can now confirm that cladding and external insulation will form part of the Decent Homes exterior program.

The TMC has petitioned successfully to bring the Decent Homes Program forward and most tenants will see work carried out this year. The external program of communal Decent Homes works will follow an internal program.

In addition The TMC has successfully petitioned for the removal of the redundant coal cupboards as part of the internal works program. The removal of the redundant coal cupboards will result in the bathroom space to be which will help reduce condensation related issues.

Fun Days / Community Events

The TMC organised subsidised coach trips to Margate and fruit picking in Kent this summer. The trip to Margate was noted as a success; we managed to fill three coaches of Residents. Everyone came back safe and sound after spending a day at the seaside.

At the end of August we organised a Fun Day on Mantus Green which included a complimentary barbeque, face painting, bouncy castle, and bike repair workshop amongst other activities.

Mantus Green

Within the past year we have seen official planning permission being granted for both a new housing development adjacent to the railway and a temporary mosque on the green area. We have worked with the Mosque to minimise disruption to Residents. The presence of the mosque has led to a decrease in nuisance arising in this area. The Development by Tower Hamlets Community Housing of the site in Mantus Road is currently delayed, we will update residents as and when further information comes our way.

Employment Tribunal

This July, we were obliged to defend an action taken by an ex-employee, who had alleged mistreatment. This resulted in a case of constructive dismissal against us. The TMC tried in vain to minimize negative exposure. The case settled at a cost of approximately £80,000, including £24,000 towards legal fees. All the hard work by staff and members to make a surplus this year (Please refer Treasurers Report) has had massive impact due to this tribunal.

This is the direct consequences of the behaviour that led to the imposition of the breach notice. We are confident that this will be the last time the TMC and resident will be met with the cost of that behaviour.

Committee

Finally, I would like to thank my colleagues on the Committee, for what has been a busy year for the TMC. We continue to strive to improve the services we provide to the estate. Earlier this year, members of the Committee attended a weekend training course sponsored by the National Federation of Tenant Management Organisation, where they were accompanied by staff. We wish to promote this type of event in the coming year, to encourage members to widen their skill base. A series of relevant training is also being put in place following the election of new members, and emphasis will be to improve Governance and the responsibilities of Members in their roles as TMC Officers.

We must not forget the hard work from these individuals who voluntarily gave up their time. With the help from staff and Committee Member has allowed us to move away from past mistakes and failures to a brighter future. This process has helped us rebuild our reputation, to provide better services to our estate. Resulting in a huge turn around in appearance and maintain improvement on our estate.

Treasurer's Report

The committee of Management will be presenting its report together with the audited financial statement for the year ended 31st March 2013 at AGM.

Principal Activity

The principle activity of the TMC is the management and maintenance of Bancroft Estate on behalf of London Borough of Tower Hamlets under an agreement signed in 1998 the terms of which are being adhered to on an indefinite basis but subject to annual review. The estate currently consists of 225 leasehold and 38 freehold and 344 tenanted units

Rules and Governance

The TMC is a registered Industrial and Provident Society, controlled by its housed members. The day-to-day running of the Co-Operative is delegated by its rules to a management committee, who delegate part of the responsibility to three sub-committees and five full or part-time members of staff. The management committee is elected each year at the annual general meeting or Co-Opted between general meetings. Management Committee members and Sub-Committee members receive training as they need it, and they formally assess their own performance and training needs once per year as a part of the annual committee and sub-committee work plans. As a part of its duties to manage the affairs of the TMC prudently, the Committee undertakes regular risks appraisal of all operations and activities. It also revises and monitors the effectiveness of the TMC's comprehensive financial standing orders.

Results

The TMC recorded a deficit for the year of -£15,685 (2012 - £20,332 surplus) after tax before transfers to designated reserves.

Review of activities in 2012/13

These audited accounts reflect a year TMC has successfully continued to show further progress in implementing the changes recommended in order to ensure the TMC does not revisit areas where Tower Hamlets were obliged to serve a Breach Notice. We have retained the services of an independent Bookkeeper on a monthly basis and have trained a staff member to work with the TAS books financial system. To further secure our exposure to risk we have agreed that a minimum of three designated signatories can move funds from our Reserve Account and have continued to practice of holding a second monthly committee meeting dedicated to Financial and Human Resources matters. Further stability was ensured with the receipt of all promised allowances from Tower Hamlets which in turn allowed for a planned set of spending in line with our budget.

Since the breach was lifted, the TMC have benefited from bringing back the day-to-day and communal repairs in-house. We engaged three contractors on a trial basis ensure the best services for our residents. As a result, Fairway Property Services Ltd was chosen because of

the quality of services they delivered. An agreement to work from a schedule of rates allows us to budget effectively in this area. Working with Fairways, has shown increased satisfaction and excellent value for money. This is due to the reduced amount of recalls per repair, and gets the job done right at the first time of visit.

The TMC is still in the recovery process from past failures which lead to the breach notice. The outcome of the Employment Tribunal with the ex-Finance Officer, who left the organization in 2011, has had a negative impacted on TMC. The total costs in this area was approximately £78,000, this represents 17% of our total income to provide services to the estate. This was due to the TMC not having any cover for this type of event. This required the TMC to pay for both legal and professional fees. We currently pay a monthly subscription to Citation PLC, who advise on all HR related matters and provide cover for any subsequent legal claims.

The TMC has strived to continue to offer good value for money. A service level agreement with Serco has resulted in provisional level of labour resources used to improve communal areas of the estate at no extra cost. The TMC has also secure extra funding for graffiti removal and the play area.

We look forward to the financial stability offered by signing up to a new Modular Management, currently under negotiation with Tower Hamlet Homes. This will allow us to budget effectively for the future and clarify functions of the TMC and its relationship with Tower Hamlet Homes and Tower Hamlets Council.

Going Concern

The Management Committee has a reasonable expectation that the TMC has adequate resourcing to continue in operation for the foreseeable future and will remain on a sound financial footing so long as there is no significant reduction in the base line contractual allowance provided by London Borough of Tower Hamlets for carrying out delegated housing services and provided liabilities under the pension scheme do not substantially increase or crystallize. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Auditors

The TMC auditors, MHA MacIntyre Hudson have indicated their willingness to continue their services and offer themselves for re-appointment, which is encouraging. However, the committee may be looking at alternative options to ensure best value for money.

Bancroft Tenant Management Co-operative Limited
Income and Expenditure Account
Year ended 31 March 2013

	Notes	2013 £	2012 £
Income			
LB Tower Hamlets - allowances		451,003	451,003
LB Tower Hamlets - maintenance recharges		31,111	25,233
LB Tower Hamlets - Summer Youth Fund		2,000	-
Hall hire		900	240
Office rental income		3,735	4,884
Other income		476	1,211
Bank interest receivable		2,868	551
Leavers' shares		12	13
		<u>492,105</u>	<u>483,135</u>
Expenditure			
Administration	4	263,940	210,603
Estate expenditure	5	226,966	241,089
Community youth project (Osmani Trust)		15,710	-
Capital purchases		-	11,000
		<u>506,616</u>	<u>462,692</u>
(Deficit)/surplus for the year before taxation		(14,511)	20,443
Taxation	6	<u>(574)</u>	<u>(111)</u>
(Deficit)/surplus for the year after taxation		<u><u>£(15,085)</u></u>	<u><u>£ 20,332</u></u>

Bancroft Tenant Management Co-operative Limited
Balance Sheet
as at 31 March 2013

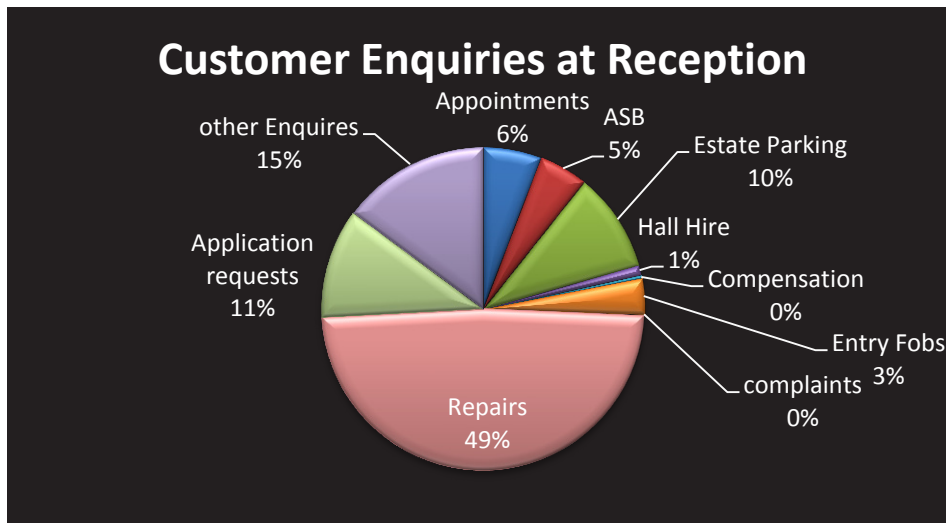
	Notes	£	2013 £	£	2012 £
Tangible fixed assets	7		25,980		27,714
Current assets					
Debtors	8	171,173		316,490	
Stocks		1,991		2,199	
Bank and cash		537,120		286,271	
		<u>710,284</u>		<u>604,960</u>	
Less: Current liabilities (Monies payable by the Co-operative due to be paid under one year)	9	<u>(292,808)</u>		<u>(146,435)</u>	
Net current assets			417,476		458,525
Deferred income	10		-		(27,714)
Net assets			<u>£ 443,456</u>		<u>£ 458,525</u>
Financed by:-					
Capital account					
Share capital	11		40		24
Surplus fund	13		368,416		428,247
Reserve funds	14		75,000		30,254
			<u>£ 443,456</u>		<u>£ 458,525</u>

The accounts have been prepared in accordance with the provisions of the Financial Reporting Standards for Smaller Entities (effective April 2008).

They were approved, and authorised for issue, on 30 September 2013 by the Committee of Management and signed on its behalf by:-

.....	Kona Miah	Chair
.....	Abdul Quddus	Secretary
.....	Sarah Vine	Treasurer

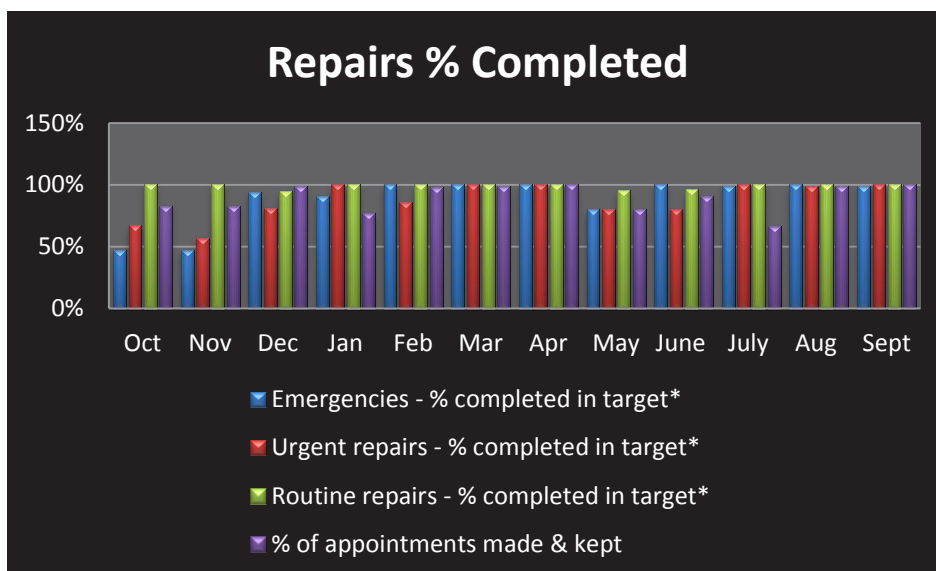
Housing Management



We have refurbished the TMC Office in the past year and of those who have visited the Reception we have broken down the reasons for their visit into a pie chart above.

We also carry out an extensive Housing Management service and have sent out over 170 letters relating to nuisance issues alone in the past year

The TMC has performed very well in responding to repair issues within the allotted times and we believe the fact that we are getting jobs done right first time means there are less recalls for poor workmanship and more satisfied Residents.



Bancroft TMC Activities

Fun Day



Margate



Co-op Membership

Procedure for dealing with applications to become a member of the TMC

Membership of the TMC is open to any person aged 18 or over, who is lawfully resident on the estate and occupies “residential property provided by or managed by the cooperative”. Applications for membership shall not be unreasonably withheld (Rule 8). Applications for membership “shall be considered under the procedures laid down by the General Meeting from time to time” (Rule 8)

Note also that under Rule 9 (d) membership ceases if “they cease to occupy the dwelling provided or managed by the Co-op ...” This is clear and unambiguous. If you do not live on the estate, you cannot be a member. That is why a residence check will be made for new applicants and checked under the annual review of membership.

The MC proposes the following procedure for dealing with new membership applications:

1. Prospective member completes and signs Membership application form
2. Application form is submitted to the TMC office along with 10 pence membership fee
3. TMC staff may request ID from applicant
4. TMC staff will issue a receipt for 10 pence
5. TMC staff will check records to establish applicant is resident at the stated address
6. TMC staff will check applicant is registered on LBTH council tax records as resident at their address + is recorded on the Electoral Register.
7. If applicant is missing from these records, TMC staff will contact applicant for explanation.
8. When TMC staffs are satisfied of proof of residence, membership application will be presented to the next scheduled Management Committee meeting for approval (which shall not be unreasonably withheld).
9. Applicant will be notified of the outcome of their application and if membership is confirmed, will be issued with one ten pence share in Bancroft TMC.

Members are eligible to stand for election to Management Committee, subject to a maximum of two members per household. Members are eligible to vote at AGMs, GMs and vote in elections of Management Committee.

The Management Committee may co-opt “any persons to serve as committee members.” provided that elected members are in a majority (Rule 24). This allows the Management Committee to co-opt people who are not estate residents, but such co-opted will be MC members but not Co-op members (as they are not eligible).



Chair
Kona Miah



Secretary
Abdul Quddus



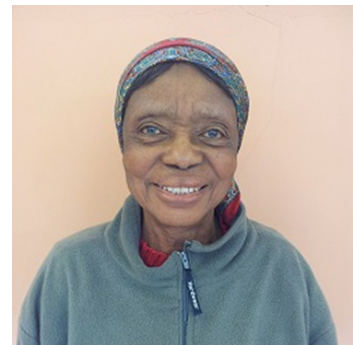
Treasurer
Sarah Vine



Vice Chair
Afzal Mahmood



Assistant Secretary
Nimbor Ali



Assistant Treasurer
Mary Okukenu



Committee Member
Mujakkir Ahmed



Committee Member
Clive Heemskerk



Committee Member
Salim Ullah



Committee Member
Abdul Hoque



Committee Member
Abdul Ahad



Co-opted Member
Farook Miah



Committee Member
Mohammed Ahab
Hossain

COMMITTEE MEMBERS DECLARATION

To stand for election all members must sign a declaration, committing them to attend meetings and trainings. Committee members are required to declare any financial or other interest connected to the Co-Op and must not benefit financially from their committee membership.

Members wishing to serve on the Management Committee or stand for nomination are required to sign the Declaration as follows:

I declare that:

1. I am a member of Bancroft TMC and I am permanently resident on the estate and I acknowledge that, if I give false information on this declaration, I am not covered by the Co-operative's limited liability
2. I am not employed by Bancroft TMC nor do I have any close relationship with any member of Bancroft TMC's staff
3. I do not have any financial interest in any contract or other business with Bancroft TMC personally; or as a member of a firm; or as a director or other officer of a business trading for profit; or in any other way (*other than as a resident and receiver of services*)
4. I agree to accept these duties as a member of the Management Committee if I am elected:
 - uphold co-operative values of honesty, openness, social responsibility & caring for others
 - observe the ground rules for meetings of Bancroft TMC
 - ensure, together with other members of the Committee, that Bancroft TMC operates within its rules, membership regulations and Management Agreement with LBTH
 - support the decisions of Bancroft TMC's general meeting
 - support the decisions of the Management Committee
 - keep confidential all information, listed or agreed to be treated as confidential
 - not promote any personal interests, including family and friends
 - ensure that I do not and that it does not appear that I or my family or friends do not receive undue or unfair personal gain from the operations of the TMC
 - attend at least 6 out of 8 Management Committee meetings in any 12 month period and accept that, if I miss 3 meetings in a row without submitting apologies, I will be deemed to have resigned
 - attend all training sessions provided for members without good reason for absence
 - read the Bancroft TMC Management Committee papers circulated before meetings
 - give apologies if unable to attend a meeting and phone comments on the papers through to the chair or secretary beforehand and
 - contribute to Management Committee debates

SignedDate:.....

BANCROFT

TENANT MANAGEMENT CO-OPERATIVE

Managing Agents For Tower Hamlets Council
Registered under the Industrial & Provident Societies Act Registered Number 27533R
VAT No: 645 694793