

ROMAN PARK MANAGEMENT LTD

MINUTES OF THE TRUSTEES MEETING 20TH MAY 2026

1. **Present:** Sharon Taylor (Chair), Lee Muncey, John Coveney (Secretary)
2. **Apologies:** Brian Southern
3. **Minutes of last meeting om 30/04/2026 :** were approved.
4. **Matters Arising:**
 - 4.1. Last roof repair was carried out and there have been no further leaks. Continue to monitor due to intermittent nature of previous leaks.
5. **Roman Crown debt.** As expected, SilverStreet Pubco Limited have filed to be struck off the register of companies. We are aware that they owe money to organisations other than ourselves. Rather than wait for them to challenge the filing we agreed to write to companies house to extend the period for challenges from 2 to 6 months. Although the likelihood of getting recompense seems low it was agreed that we make the process less comfortable for them. John to Action.
6. **Next Newsletter.** This has been drafted and we await details of the opening dates and times from our new tenants before it is sent out.
7. **Fire Safety.** We discussed asking the local fire service to do a survey of the premises. This was felt to be a good idea but we should wait until Smiths have installed the new extinguishers first. We discussed the Smiths fire alarm test report. John to distribute the report for a further discussion. We passed with two minor issues that we may need to resolve.
8. **New Door and Window Quotes.** We still have not received the latest quote from our glazier. Sharon to chase up.
9. **Licenses.** After some confusion and an intervention by Sharon with the local council all licenses for our new tenants are now in place.
10. **Hygiene Services.** Sharon to write to Dan and Alex to see if they wish to take on the existing contract with Cathedral Leasing.
11. **AOB:**
 - 11.1. The EICR will need to be renewed in February 2027. John to contact Martin to see whether it is a service he can offer.
12. **Date of Next Meeting :** to be advised.