

Elleray Hall Community Engagement 11

Engagement Title:	Elleray Hall - Community Engagement - 11	
Date:	Wednesday 29 th January 2025	
Time:	12:30 - 14:30	
Location:	Teddington Baptist Church	
Engagement No.	11	
Attendees:	Simon Hayes Jennifer Mai Alfred Akpo-Teye Matt Siddall Nicky Forrest	MCB - Senior Project Manager MCB - Assistance Project Manager LBR - Project Manager - Housing and Regeneration BC - Contracts Manager / Project Manager BC - Resident liaison officer
Apologies:	Charles Booth Simon Webster	LBR - Head of Programme Management Office PMO BC - Contracts Manager

No.	Description	Action / Item
1.0	London Borough of Richmond Introduction	Item
1.1	Welcome and Introduction	
1.2	Acknowledgement of previous community engagements	
1.3	Introduction were made and apologies to Charles Booth (LBR) and Simon Webster (BC).	
2.0	Beard's construction update	Item
2.1	BC updated the residents on the on-site progress that has been made:	
2.2	<ul style="list-style-type: none"> Permanent King Post Wall to Middle Lane complete (apart from the small return (waiting on UKPN works to be complete). Glulam erection and fire protection works complete. Steel work erection and Intumescent coating complete. 	

	<ul style="list-style-type: none"> • Masonry North Wing and South Wing Roof Plate level complete. • Roof carcass to South Wing now commencing. • North Wing Zinc works commencing. • Flat roofing upstands and VCL installation progressing. 	
2.2	BC addressed that the Middle Lane footpath may close in late February for a few days. BC are waiting for UKPN to confirm the date and provide plans for the disconnection works.	
2.3	BC mentioned that once they receive the plans from UKPN, BC (NF) will issue them to the neighbouring properties.	Action (HF)
2.4	BC updated the residents on the 4-week construction look ahead: <ul style="list-style-type: none"> • UKPN works • South Wing Roof Carcass Works • Zinc Roofing to North Wing • Internal works commencing 	
2.5	BC confirmed following the successful completion of all party wall awards. BC will be looking to commence external works for party wall / boundary wall works in Spring.	
3.0	Queries from the residents	
3.1	Query 1 - Party Wall	Item
3.2	The councillor raised a query regarding the party wall awards and requested an update on their progress.	
3.3	A resident expressed disappointment with BC's response, stating that the update on the boundary wall works commencing in "spring" was unhelpful.	
3.4	The resident requested clear dates, emphasizing that significant coordination is required among all nine affected properties.	
3.5	They also raised concerns about the high level of intrusive works, stating that it was unsatisfactory for BC to provide only a general timeframe of "spring."	
3.6	The resident noted that damages to their garden could have been mitigated if the works had been completed by January 2025. Additionally, they pointed out that the growing season begins in spring and expressed frustration over the lack of progress over the past two months.	
3.7	The councillor reiterated concerns and confusion regarding the party wall awards and sought clarification on the reasons for the delay in reaching an agreement.	

3.8	LBR clarified that the out of 7 awards and 2 have been served. 4 awards are currently sitting with the adjoining owners with their party wall surveyor as there has been request for additional information.	Item
3.9	Those 4 awards should be going out by early next week. LBR confirmed there is 1 property where there is a different set of circumstances, which currently sit with their party surveyor.	
3.10	LBR confirmed that are queries from resident at 16 Elleray received last week, the response has been provided and issued back to the resident party wall surveyor.	
3.11	Resident reiterated the need for firm dates / schedule / programme to be provided.	
3.12	BC clarified that firm dates cannot be issued until all party wall awards are served. BC addressed that the responsibility sits with LBR and there to serve party wall awards.	
4.0	Query 2 - Party Wall - Individual gardens	Item
4.1	A resident raised the query is BC complete the boundary wall works one by one or the entire boundary all at once.	
4.2	Resident understands that the 7 properties affect will require their side fences taken down, plants lifted / plotted, water feature protected and there is a lot of coordination / project management from the affected neighbour's side before the contractor can commence the works.	
4.3	BC clarified that entire boundary all works will completed all at once 'the whole lot'. BC raised the queried to the resident has had sight of the nervous risk method statements / phasing plans that has been issued to the party wall surveyor to issue out to the residents. Resident responded 'no' they have not received the phasing plans. This resident has only received 2 items: <ul style="list-style-type: none"> - A drawings - A coloured image 	
4.4	The resident stated that no method statement had been received.	Item
4.5	LBR confirmed that the method statement and phasing plans had been issued to the adjoining owners via their party wall surveyors.	
4.6	The resident responded, believing that their party wall surveyor had not received these documents as of this morning.	
4.7		

4.8	The councillor requested that LBR put pressure on the party wall surveyor to ensure all information is issued within an efficient timeframe. LBR confirmed that 19 North Lane has been closed out.	
4.9	The resident clarified that they have been coordinating with the following neighbouring properties: 17, 14, 16, 18, 20, and 22. They are still awaiting certain information.	
4.10	The councillor requested LBR to provide an update by this afternoon.	Action (LBR)
5.0	Query 3 - Vibrations monitors from resident	Item
5.1	Resident queried about the vibrations monitors and if they are still required.	
5.2	BC confirmed that maybe hire who installed the large monitors, will be setting up 5-6 monitor which will set between two gardens and do a 10-meter span, and they communicate with each other. This is specified on the phasing plan and outlines that this monitors noise, dust, vibration.	
5.3	BC confirmed they will mount this behind the Heras fencing.	
5.4	LBR confused on why this information has been being passed on through the party wall surveyors as BC confirmed this has been issued towards the end of 2024. LBR confirmed they will follow this up and check if this information has been communicated.	
6.0	Query 4 - Existing boundary wall works	Item
6.1	Resident explaining their understanding of the process.	
6.2	They understand that the contractor will be demolition the existing wall on their side of the fence, installed some curtain. Query is regarding moving the foundations of the existing fence.	
6.3	BC clarified the existing foundation are so deep to core a 450 hole down through the foundations to form the foundation of the post. To install the new wall on the existing foundations.	
6.4	MCB raised that the party wall tracker for individual properties will be updated by the party wall surveyor.	
6.5	MCB can concur with BC (MS) comments with the direct project team in contact with the party walls surveyor and all the requests have responded to in a time manner, all information has been responded to many weeks ago. All information has been closed from BC perspective.	
7.0	Query 5 - Double slab options - Boundary wall height - 2m - planning condition	Item

7.1	The resident raised a query regarding the 2m height of the boundary wall, asking whether BC requires to submit a planning condition.	
7.2	MCB confirmed that there should not be a planning condition for the height and that this should be specific in the party wall agreement / added as a footnote in the awards.	
8.0	Query 6 - Placement of the post for the boundary wall between each resident.	Item
8.1	The resident expressed concern about the placement of the posts, requesting confirmation that they would be installed post-to-post.	
8.2	BC stated that there is a new post layout with a few additional cuts, which should have been issued. BC/LBR will check whether the coordination piece is in place.	
8.3	MCB confirmed a mobilisation period of 3-4 weeks to inform all residents.	
8.4	LBR acknowledged that the key issue is whether the adjoining owners have received this information.	
8.5	The councillor suggested that all residents double-check with their party wall surveyor to confirm they have received the necessary information.	
8.6	BC reiterated that residents will be required to take down their side fences.	
8.7	Another resident raised a concern about the lack of access control between properties, stating that they do not want their neighbours' pets entering their property.	
8.8	BC clarified that the Heras fence will be positioned, adjusted, and shaped as needed to ensure that neighbours cannot access each other's gardens.	
9.0	Query 7 - Process of the party wall works	Item
9.1	BC mentioned that the barrier will be set back approximately 1 meter and provided the following updates: <ul style="list-style-type: none"> • Continuing to move debris • Post foundations need to be installed • Installation of posts • Use of a small spider crane • Estimated timeline of six weeks for completion • BC advised checking the method statement. 	

9.2	A resident expressed concern about the logistics and the impact on their garden, stating that 15 years of growth would be destroyed. The resident believes this entire process is upsetting.	
9.3	BC confirmed a six-week timeline was mentioned in relation to the method statement. Another resident raised recalled that they have seen the photographs from the phasing plan / method statement issued by their party wall surveyor.	
10.0	Query 8 - Elleray Hall side - Windows on the ground floor	Item
10.1	The resident at 21 Middle Lane requested privacy, as the windows from the new development overlook her space.	
10.2	She is requesting obscure windows to protect her privacy without compromising the natural light in the new Elleray Hall.	
10.2	BC will check the height of the windows and determine if this is a planning condition.	Action (BC)
11.0	Query 9 - Middle lane footpath to be re surfacing.	Item
11.1	The resident asked whether the Middle Lane footpath could be resurfaced.	
11.2	They emphasised that it is not just a footpath but is also used by bicycles and motorcycles, which could be damaged due to its condition.	
11.3	The resident requested that the footpath be made safe, like the one in North Lane.	
11.4	The councillor is reviewing the road and pavement schedule for the financial year and will investigate the issue.	
11.5	BC confirmed that they will share the drawings with details from UKPN once they receive them and will notify the residents on UKPN's behalf.	
12.0	Query 10 - Resident concerned regarding the process of the fencing	Item
12.1	Resident questioned why the contractor requires a meter of leeway on their side of the fence when they are completing the works.	
12.2	BC confirmed they will need a meter on their side, as the foot of Heras panel is 770mm. All machinery will sit their side of the fence.	
13.0	Query 11 - Urgency of party wall agreements to be awards	Item
13.1	The urgency of the party wall awards was emphasised, highlighting the need for all teams to be properly coordinated.	

13.2	All dates will be confirmed based on when the party wall awards are issued.	
14.0	Query 11 - No Smoking clarified	Item
14.1	BC confirmed that smoking is not permitted on any council properties, in accordance with council policy.	
14.2	MCB confirmed that the BREEAM requirement states that smoking is prohibited inside, outside, and within the vicinity of the new hall.	
15.0	Query 12 - Noise Management Plan	Item
15.1	A resident raised concerns about the noise management plan and asked whether ECA is aware of the surrounding neighbours' complaints.	
15.2	LBR confirmed that a specialist will be appointed to work with ECA on the noise management plan to ensure appropriate measures are implemented.	
16.0	AOB (Any Other Business)	Item
16.1	A resident can confirm the phasing plan / method statement has been issued by their party wall surveyor on the 27 th .	
17.0	Date of next meeting.	Item
17.1	<p>BC informed the residents the revised time of the next community engagements.</p> <p>Tuesday 24th February 2025 Teddington Baptist Church 17:30 - 19:30 - <i>Please note this has been changed to commence an hour earlier due to a clash with another council meeting.</i></p>	