

Minutes of Meeting

Purpose of Meeting:	Nuffield and Pegasus House – Community Liaison Group (CLG)		
Location of Meeting:	Microsoft Teams		
Date:	27 th July, 2023	Ref: McL3	Meeting No: 03

Details:			
Attendees Present:			
Alex Talks	AT	Community Liaison Coordinator, McLaren	McL
Alejandro Escamilla	AE	Design Manager, McLaren	McL
Charles Boileau	CB	Trustee and Steward of Albany	
Jonathan Stone	JS	Resident	

Resources:
Nuffield and Pegasus House Presentation Slides – Meeting 03

Meeting Items:		Action
1.0	Introductions and apologies	
1.1	McL introduced the meeting and thanked those in attendance.	Note
1.2	Apologies sent from Jacques Bryant (TLW) and Gary Walsh (DUK)	Note
2.0	Corrections to previous minutes	
2.1	No corrections noted.	Note
3.0	Site set up and Logistics	
3.1	No change from previous meeting.	Note
4.0	Progress of Works	
4.1	AT presented on slides provided by DUK detailing the progress of their works. <ul style="list-style-type: none"> - DUK work scheduled to complete their contracted works on 28th July. 	Note
4.2	AE confirmed remaining works for DUK <ul style="list-style-type: none"> - Removal of felt and batten to the end of Albany Court up to Nuffield House Corner. This is to allow HTS to assess the current condition of the party wall prior to installing the temporary work approved by the Party Wall Surveyor. - 1nr trial pit behind the façade retention along Piccadilly Street. - Temporary frame adaptations behind façade retention along Sackville Street. 	Note

5.0	12 Week Look Ahead	
5.1	McLaren presented on the slide detailing the upcoming works in the next 12 weeks, starting August 23.	Note
6.0	Notable Works	
6.1	McLaren presented on the slide detailing notable works starting 31 st July 2023.	Note
7.0	Community Engagement: Initiatives	
7.1	No change from previous meeting.	Note
8.0	Community Engagement: Observations and Feedback	
8.1	McLaren presented on the slide identifying observations and feedback in the last period. Note – there were 2no. complaints in the last period.	Note
8.2	CB raised the painting requirement on Albany House following damage caused by the DUK hoarding. AT confirmed CB is to issue cost/quote to DUK directly, McL will be copied in to ensure item is closed out in a timely manner.	Note.
9.0	AOB	
9.1	Alex Talks is on annual leave from 28 th July, returning 14 th August. Phil Lee-Austin will be the point of contact in the interim. Philip.Lee-Austin@mclarengroup.com	Note