

Manor Court

Location	Manor Court, High Street, West Molesey, Surrey, KT8 2LZ				
Date	18.02.2026				
Managing Agent	No				
Objective	Key Actions	Owner	By when	Progress Update	Status
Increase engagement and visibility of Neighbourhood Coordinator – building relationship with residents.	Weekly coffee mornings and open-door policy on 2 days a week.	Neighbourhoods Team	March 2025	Already implemented.	In progress
Fire Brigade to come and do a safety talk with spare safety equipment etc for residents.	Arranging a time that is convenient for all residents, not just the ones that are home during the day.	Neighbourhoods Team	March 2025	Put in a call to a contact to action.	In progress
A repair day, specifically targeting	Have sent some emails on how to implement this but		October 2025	NK	In progress

residents that cannot bleed their own radiators, teaching them how.	have not yet had a response.	Neighbourhoods team/ repairs/ handymen			
Gardening maintenance	Had to get additional works on NIF that should really have been covered in contract. Need to get specifics from Just Ask and Contracts as to what should be covered.	Contracts/Just Ask	May 2025	Awaiting spring.	In progress
Christmas party	Outside caterers to come in, provide food and entertainment and set up? Clear up.	Neighbourhoods	December 2024		Completed
Replace pergoda roof	Take down damaged roof and replace with solid corrugated.	Just Ask	Dec 2024	Completed	Completed