

# LQPT QUARTERLY NEWSLETTER

Winter Edition 2024



## LQPT Staffing Arrangement

**Senior Manager** - Beatriz Fernandez - [seniormanager@lqpt.org](mailto:seniormanager@lqpt.org) (Monday, Tuesday, Wednesday & Thursday)

**Building Surveyor** - Richard Djan-Krofa - [buildingsurveyor@lqpt.org](mailto:buildingsurveyor@lqpt.org) (Monday, Tuesday & Wednesday)

**Building Surveyor** - Starlena Mcketty-Campbell - [projectmanager@lqpt.org](mailto:projectmanager@lqpt.org) (Wednesday, Thursday & Friday)

**Finance Officer** - Shamini Perinparaj - [finance@lqpt.org](mailto:finance@lqpt.org) (Full-time)

**Premises & Engagement Manager** - Vanessa Cecilia Traini - [premises@lqpt.org](mailto:premises@lqpt.org) (Full-time)

## LQPT Update

*The end of the year is fast approaching! It has been a tremendous one! LQPT completed almost two years of PPM works in one year - not only carrying out a lot of work that had originally been planned for 2023 but completing most of the 2024 work so that we have now almost caught up. I am grateful for the staff's hard work and the incredible support of all the premises clerks to make such an achievement possible. In the process of doing this, we managed not to draw on the contingency added to the budget to compensate for fluctuations in building work costs. LQPT will finish the year with a smaller deficit than originally budgeted.*

*In other good news, we welcome a new building surveyor; her name is Star (see below) she will be working with LQPT 2.5 days a week. We look forward to working with her and she looks forward to meeting you all.*

*We also look forward to welcoming any new Premises Clerks and treasurers who will be starting on their journey of service in January and we are happy to continue to work with you all. Merry Christmas! And may the new year bring us all peace and joy.*

# Meet Our New Staff Member

## **Starlena Mcketty-Campbell - Part-Time Building Surveyor**

*My name is Starlena, and I have joined the team as a Building Surveyor ([projectmanager@lqpt.org](mailto:projectmanager@lqpt.org)), working 2.5 days a week, supporting a range of meeting houses with maintenance projects.*

*I am a Chartered Building Surveyor with a background in Facilities Management. My experience ranges from residential to commercial surveying and project management. This mainly consists of carrying out technical surveys, providing client advice and managing projects from conception to completion.*

*The other half of my week is occupied by private consultancy work. Outside of work, I enjoy travelling, photography, music and exploring different cultures. I look forward to connecting with you and working together.*

## Meet the LQPT Trustees



## **Nate Burnikell - LWAM nominated LQPT Trustee**

*Hello. I'm Nate. I'm due to join LQPT trustees officially in the New Year but have been trying to get up to speed by reading as much as I can in the meantime. I have lots to learn!*

*In my day job, I am a Civil Servant. I'm currently at the AI Safety Institute. Not a natural home for me, as someone with an English degree, but throughout my Civil Service career I've been drawn to work on challenging issues where an individual impact can make a difference. This has led me to work on roles like the COVID Strategy during the pandemic and establishing the Homes for Ukraine scheme.*

*My Quaker journey began about seven years ago, at an open house in Milton Keynes. I joined a short meeting for worship and then someone handed me a free copy of *Becoming a Quaker* by Geoffrey Durham. (To this day, I still worry I was meant to return it. But since then, it has passed through many hands, and I have lost track of it!). Durham clearly spoke to something inside me. I started attending Westminster Meeting the following week, though, in those early days, I would slip*

away right after worship, too shy to stay for the conversation. Seven years later, I'm a little braver. I became a member earlier this year and now I am stepping into a trustee role! Funny how things work out.

I've served as a trustee once before, for a charity that provided working space for other charities and nonprofits. They used charitable business rates relief to convince property owners to make otherwise empty buildings available for free. Now I'm looking forward to serving Friends in the London Quaker community through LQPT.

## Planned Periodic Maintenance 2024

***NB: Those in italic have been carried forward from 2023.***

### Completed

- *Bunhill Fields MH: PPM*
- *Brentford & Isleworth MH: PPM*
- *Tottenham MH: PPM*
- *Hampstead MH: Warden flat*
- Richmond MH: PPM
- Winchmore Hill: Windows completed
- Wanstead MH: 100 metre metal fence installed
- Wanstead MH: PPM
- Romford MH: PPM
- Golders Green MH PPM
- Ealing MH: Underpinning
- Croydon MH: PPM (Fire doors pending)
- Wandsworth MH: Roof Work
- Hampstead MH PPM
- Westminster MH PPM (Fire doors pending)
- *Winchmore Hill MH: Other works - Completed*



# PPM & Other Works Expenditure To Date

*Payments made up to December 12th, 2024. This excludes all costs incurred locally for work overseen by Premises Committees.*

Meeting House	Details	Amount
Sutton	Refurbishment flat 2023- final payment	£1,588
Walthamstow	Final payment for PPM 2022	£1,204
Wandsworth	Final payment for the boundary wall (Other MH work)	£9,459
Bunhill Fields	PPM for 2023 - <i>Completed</i>	£142,989
Brentford & Isleworth	PPM for 2023 - <i>Completed</i>	£48,185
Croydon	PPM for 2023 - <i>Completed</i> (Fire doors pending)	£14,453
Wanstead	PPM for 2023 & garden fence completed	£54,238
Hampstead	PPM for 2023 - (warden basement flat completed. MH PPM in progress)	£45,526
<b>PPM 2023 total</b>		<b>£363,683</b>
Golders Green	PPM for 2024 - <i>Completed</i>	£78,929
Richmond	PPM for 2024 - <i>Completed</i>	£43,925
Romford	PPM for 2024 - <i>Completed</i>	£25,123
Wandsworth	PPM for 2024 - <i>In Progress</i>	£44,899
Westminster	PPM for 2024 - <i>Completed</i> (fire doors pending)	£68,614
Winchmore Hill	Windows (Other MH work) - <i>Completed</i>	£17,370
Ealing	Underpinning work (Other MH work) - <i>Completed</i>	£49,893
Kingston	50% deposit - Replacement of heat pump (Other MH work)	£6,352
<b>PPM 2024 total</b>		<b>£335,105</b>
<b>Total PPM Costs</b>		<b>£698,788</b>



## Emergency Works

Meeting House	Details	Amount
Ealing	Tree works	£3,400
Ealing	Drains work & plumbing work	£2,620
Brentford & Isleworth	EICR remedial works	£1,196
Epping	Roof repairs	£2,150
Epping	EICR remedial works	£2,796
Epping	Fire doors	£2,022
Muswell Hill	Lead pipe replacement	£2,250
New Barnet	Fire doors	£1,548
Streatham	Tree works	£2,160
Streatham	EICR remedial works	£1,362
Streatham	Repair of boiler	£1,140
Sutton	New flooring	£7,859
Sutton	Tree works	£4,224
Sutton	EICR remedial works	£2,226
Sutton	Electrical repairs	£1,906
Uxbridge	Fire doors	£3,240
Uxbridge	EICR remedial works	£2,336
Walthamstow	New boiler	£4,434
Westminster	Repair of boiler	£1,284
<b>Total</b>	<b>Total</b>	<b>50,153</b>

# Meeting House Health & Safety

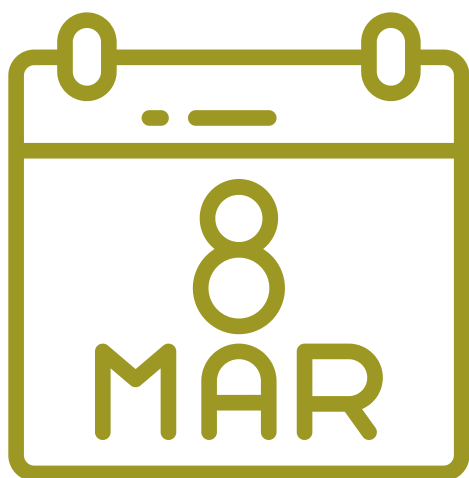
All Meeting Houses, as public buildings, by law, must have the following checks completed **annually** by a qualified professional:

- **Fire Extinguisher Check**
- **Emergency Lighting Check**
- **Fire Alarm Service (if applicable)**
- **Gas Safety Check**
- **Legionella test (if a water tank is present)**

*Please put calendar reminders to ensure these are completed.*

Resident Friends, Wardens, or Meeting House Staff, can arrange these checks for you. Please contact us if you need contractor details for these checks.

In addition, the fire alarm should be tested weekly and the emergency lighting tested monthly. With fire drills should be carried out every six months.



***Premises Clerks Day will be held on March 8th at Friends House (10 am - 5 pm). Please confirm your attendance and dietary requirements to our finance officer Shamini Perinparaj ([finance@lqpt.org](mailto:finance@lqpt.org))***

## Communications

LQPT continues to support the Premises Clerks in their daily work by providing opportunities for the staff to meet with them and have one-to-one meetings.

- Online drop-ins every fortnight ([2:30 pm - 3:30 pm](#))
- Quarterly Online Meetings for Premises Committees (*the first meeting in 2025 will be January 25th.*)
- LQPT Updates (Emailed)
- Quarterly Newsletter (Emailed)
- One-to-one online or in person meetings are available. *Please contact the staff member directly.*
- The LQPT website ([www.lqpt.org](http://www.lqpt.org)) has all editions of the Quarterly Newsletter, the latest edition of the Meeting House Management Guide (MHMG), a link to the [Online Hub](#), information on Pollard & Dickson Trust, descriptions of each Meeting House, links to its website and its Heritage Survey.
- The LQPT Enquiries email is [enquiries@lqpt.org](mailto:enquiries@lqpt.org).

