

Board Meeting Minutes – Thursday 15th September 2022

1. Welcome & Introductions

Chair: Sue Roberts

Attendees: Amie Merry Chief Officer, Andrew Slater, Councillor Adam Collinge, Stuart Harrison, Ste Webb, Sarah Harrison, Melissa Green, Councillor Sue Roberts, Janet Smith, Ryan Pitt-Woodcock, Glenford Clarke, Ambreen Raza. Joan Curtis, Natasha Curtis Warner

Lyndsey Beckett Minute Taker.

1.1 Sue Roberts to Chair due to JC standing down for elections

2. Meeting Opening

2.1 Apologies – None

2.2 Declaration of Interests – None

2.3 Previous Minutes July 2022 – Proposed and agreed by AW. Seconded by SW. JC signed.

Matters Arising – None.

3. Exec Roles

3.1 **Board EXEC Elections** – JS asked how many votes can you have. SR confirmed 1. All agreed majority on first vote would be elected. Nominees left room whilst vote was conducted for each position.

3.2 **Chair & Vice** – Nominees for Chair: JC, AW, St.H. **AW nominated as Chair**
Nominees for Vice: JC, JS, St.H. AM asked if JC could run for Vice Chair as she is an Owner Occupier. SR confirmed she could not, and JC was invited back in the room to vote. **St.H nominated as Vice Chair**

3.3 **Treasurer & Assistant** – AM stated the assistant could be a co-opted member. No vote was conducted as only one nomination received for each position.

JC appointed as Treasurer. SW appointed as Assistant

3.4 **Secretary & Assistant** – No vote was conducted as only one nomination received for each position. **AS appointed as Secretary. RPW appointed as Assistant**

3.5 **Co-optee Positions** – JS still holds a position as only joined in January. Vote for GC to continue and DB to join. **Vote – Unanimous. All positions filled.**

4. **Correspondence** - None received.

5. **Chief Officer Report** - to be presented at next sub-committee meeting on 23.09.22.

6. Matters for Discussion

6.1 **Management Agreement** – MG advised there is a change to be made regarding insurance. MG advised AM CO to notify CWC there is an addendum to the rules after last nights AGM vote on new resolution.

6.2 Complaints/Compliments – 1 complaint received against AM breaching Covid restrictions. There was no breach and CWC have responded. Compliments received for LC, SR and IH.

6.3 Household Support Fund – Fund has been spent. Still some items in stock, blankets, duvets, etc. MG has emailed Kate Lee's to find out if we will be receiving more funding.

5.57pm – NCW entered meeting

6.4 Board ABC – Documents included in meeting pack that has been reviewed and updated. Board members to sign and pass to AS. All agreed to sign and adhere to policy.

6.5 Cost of Living Crisis – Rent Increase Cap – General consensus 5% increase, to be reported to CWC.

6.6 AGM – Great turn out. Meeting went well. AM thanked JS for chairing. At the end of the meeting there was an incident involving [REDACTED]. He approached AM demanding voting details and minutes, his behaviour was unacceptable, and he was asked to leave on numerous occasions. [REDACTED]

Board all agreed that the situation was dealt with as best it could and there was no breach of the code of conduct considering the circumstances.

6.45pm – MG left the meeting

6.47pm AW left the room and returned at 6.54pm

6.49pm St.H left the room and returned at 6.55pm

6.53pm SW left the room and returned at 6.56pm

[REDACTED]

7.05pm Break

7.15pm AR left meeting

7.18pm Meeting restarted

[REDACTED]

6.7 Monday 19th September – Closed for Queens Funeral, now a bank Holiday.

7. Health and Safety – no updates

8. Sub Committees – no updates

9. Board Calendar – All board members issued with diaries

10. AOB – none

7.37pm Meeting closed

[REDACTED] Some information has been redacted to protect personal and/or sensitive data

