

1. Welcome & Introductions

Chair: Joan Curtis

Attendees: Amie Merry Chief Officer, Andrew Slater, Councillor Adam Collinge, Stuart Harrison, Ste Webb, Sarah Harrison, Ambreen Raza, Natasha Curtis Warner.

Lyndsey Beckett Minute Taker

1.1 JC opened meeting.

2. Meeting Opening

2.1 **Apologies** – Ryan Pitt-Woodcock, Councillor Claire Simm, Melissa Green, Ann Webb, Councillor Sue Roberts, Janet Smith.

2.2 **Declaration of Interests** – AS stated he is not involved in the NTFTO nominations.

2.3 **Previous Minutes May 22** – Proposed and agreed by AS. Seconded by S.W. Joan signed.
Matters Arising – None.

3. **Correspondence** – None received.

4. Chief Officer Reports – AM displayed reports on TV monitor

4.1 **Performance report** – AM discussed each report. No finance report as the accountant attended the office last week to complete end of year. Report should be available next meeting. We have recorded an overspend.

Voiders are slowing down, but we have had an increase in deaths this year. 2 Council buy back properties. Hit stalemate on rent. AM has requested Housing Officers to visit tenants more who are in arrears. Receiving more breathing space orders. Issue is rent is a priority debt and weekly rent still has to be charged, tenants getting further into debt. AM talking to CWC about how we deal with this.

1 staff sickness has been recorded in 1st quarter. All training up to date. In July, First Aid is out of date for AM and BM. AM to look at in house 1 day course. Kitchen Programme completed. Decorating programme been sent to Tony Davies. Door programme has restarted, and canopy programme almost complete.

5. Matters for discussion

5.1 **Ballot – Ray Coyle – Teams** – Ballot will start 27th June until 18th July. Ballot papers will land 26th/27th. Each joint tenant and leaseholder will receive a vote. There will be a ballot paper, cover letter and pre-paid envelope included. Can vote via sending ballot back in pre-paid envelope, online via website and via text. Ballot box will also be in reception for people to hand deliver their vote. Last week of ballot, Karen a project support worker will be knocking doors and will carry spare ballot papers. There is a unique code on the paper ensuring each person can only vote once. AM will receive results the day after and RC will produce a report a few days after the 18th of July. TMO is responsible for letting the landlord know of the result within 3 weeks. AM will change board meeting date in July so Ray can present the results to Board. AM asked if we could have spare forms and asked that the door knocking times are varied to include evenings and weekends. AM to send RC our management agreement. AM will advertise and encourage residents to vote. Campaign will be included in newsletter,

social media, and website so residents understand what the vote is and what will happen if we don't get the vote.

5.41pm Sa H and S.W entered the meeting.

- 5.2 **CCTV – Update** – Hard drive taken by police after the recent incident. AM to contact OpenView and police to see when the replacement can be installed. A.C is trying to get own dedicated equipment in each ward instead of 1 being swapped about. Is requesting at least 2 in each ward.
- 5.3 **Management Agreement** – No update
- 5.4 **Complaints/Compliments** – 2 compliments received, 1 regarding the jubilee and 1 regarding the repairs service. A.C wanted to pay credit to Warren Frays for dealing with an ariel complaint so quickly, really pleased.
- 5.5 **Household Support Fund** – We have received just over £34,000. At least 40% to be spent on those who are of state pension age. 40% on families. 20% on single people. The main focus is “heat and eat”. Vouchers, blankets, money for energy etc. Fund is to be spent by September.
- 5.6 **Fencing Plan** – To be discussed next meeting.
- 5.7 **Kitemark and Award** – AM has sent application, not sure on assessment date.
- 5.8 **Cost of Living Crisis** – Claire has been identifying funding and help that is available to tenants. Warmer home grants have been announced.
- 5.9 **Scooter Store Area DTMO** – Main decision is what sort of storage area is required and where to locate it. St.H said it should be for everyone visiting the office not just for board members therefore it should be located at the front of the building. AM to look at options and bring them to the next meeting.
- 5.10 **Barrier Ryefield Underpass** – AM has applied for funding from the police for £1500 towards the cost of extending the barriers to stop the motor bikes using the underpass. AC is looking into a prohibition order, speaking with Legal Team. AC has also submitted an application for Noise ASB camera's to be trialled on Dovecotes.

- 6. **MA Meeting Mins** – AM displayed on monitor and discussed.

- 7. **Health and Safety Update** – The building will soon be under our management. An evac chair will need to be purchased in the event of a fire. Need to discuss in next meeting how and what the space can be used for.

- 8. **Sub Committees** – AR wanted to say thank you for the Jubilee event and that she and her family had a great time however they did have issues with the vegetarian food. AM confirmed the food was vegetarian and invited AR to help with the next event where food is involved.

- 9. **Board Calendar** – AM attending a course at Trafford Hall tomorrow with some of the board members and there is 9 staff/board attending the NFTMO conference.
- 9.1 **Donations** – A 9-year-old boy has passed away suddenly, and a board member has been approached about a donation for a collection that has been set up for the funeral. Board agreed that a pot of money should be set up from the surplus for donations for tragedies. [REDACTED] £100 donation for the boy. **Vote – Unanimous.**
- 9.2 **Electric Car Charging Points** – This needs to be looked at from an estate perspective and not individual circumstances. AM does not believe the technology is advanced enough yet. Could possibly look at installing communal points at The Haymarket or church. AM to look into and send information via email. AC will ask Wolverhampton Homes about their plans.

7.14pm St.H left meeting and returned at 7.17pm

7.18pm S.H left meeting and returned at 7.21pm

9.3 Expenses – Car mileage has not changed since TMO started. Currently receive 52p per mile. In the current climate with fuel costs rising AS proposed 60p per mile as a temporary increase until the fuel price decreases. AM said there will be tax implications to this.

Decision made to pay the driver an extra £10.00 in out-of-pocket expenses. To be reviewed when fuel prices decrease.

9.4 NFTMO Nomination – AS thinks he is up for nomination this year. AS happy to continue as he enjoys it, he is to confirm with AM next week and JC will sign paperwork.

10. AOB – A.C asked if there were any bleed kits located on the estate. AM confirmed no but she will look into purchasing and could be located by the Defib. AR asked about the defib and how it worked and suggested the next community event we could inform residents, what it is, how it works etc. AM suggested AR could record a video in a different language.

Meeting Closed – 7.37pm

Signed by Chair/V Chair _____

Date _____