

## 1. Welcome & Introductions

Chair: Joan Curtis

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

Lyndsey Beckett Minute Taker

1.1 JC opened meeting. AS welcomed JC back and JC said it was good to be back.

## 2. Meeting Opening

2.1 **Apologies** – None.

2.2 **Declaration of Interests** – None declared.

2.3 **Previous Minutes April 22** – Proposed and agreed by AS. Seconded by St H.  
**Matters Arising** – None.

3. **Correspondence** – None received.

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

4.1 **Performance report** – No finance report as accountants are due to complete end of year and quarterly VAT soon.

16 Voids, 3 under notice, 4 sign ups. Post tenancy visits have restarted, none outstanding. ASB x 2 cases and 5 property cases, AM advised this could increase in the summer due to untidy gardens etc. No complaints. 1 MP enquiry. AM amended the void sheet to include expected return dates. Housing officers are now signing up same day tenancies which improves performance.

Rents performance – overall balance has increased slightly. AM explained the new procedure to JC. AM to work closely with officers to reduce rent arrears and discuss KPI's with MG as they have not changed in a while. April's rent increase has impacted on the high-level cases. Target for next years rent roll is £130,000.

No health and safety issues. Kitchen programme has started and WF is currently signing them off.

## 5. Matters for discussion

5.1 **CCTV** – Awaiting a start date from Openview. AM shopping the market for monitoring quotes as Wton Homes quote was expensive. Will be a board decision once AM has received quotes

5.2 **Management Agreement** – Due for an update. MG to discuss at next Management agent meeting.

5.3 **Complaints/Compliments** – No complaints, lots of compliments received. Last year was 3 complaints and 15 compliments.

5.4 **Household Support Fund** – Claire contracted until April 2023. AM proposes a small pot of money is made available from the surplus to help our tenants until we receive the next HSF payment, £3000. It will be made available for tenants in rent arrears who did not receive help from the last fund and will be used to help pay bills or buy essential items and it will be

a one of payment. Not to be used to pay rent. CJJ would complete full income and expenditure details and ask for bank statements. AS suggested £5000 should be made available and Cllr Simm suggested a report on the fund should be presented to Board after 6 months. Cllr Collinge said the fund is available now until September 2022. AM confirmed we had not heard anything yet. AM agreed would rather not use surplus money if fund is available to us. MG is to contact KL. Fund will be focused on vulnerable, and we already know who are most vulnerable are. MG did make contact in April but has received no response. AM thinks £3000 is enough and a report will be provided to Board after 1 month and then could add another £2000 if necessary. **Vote 9 in favour, 1 against.** AR asked if this fund would be available for OO. AM explained HRA money is ringfenced for tenants so this fund would not be available for OO. All members get invited to events and trips are discounted for OO too. Cllr Collinge asked if Claire could help OO with other support, AM confirmed yes.

AW left the meeting at 6.07pm and re-entered at 6.10pm

- 5.5 Open Plan Estate Consultation** – Consultation went out to residents, 38 responded and 88% do not want to keep the current open plan. AM has included charts in the meeting handout. Majority would like wooden fencing. Planning will no longer enforce the covenant. St H said the board need to agree a standard. AM said the increase in fencing materials needs to be factored into the decision. NCW mentioned the upkeep of the fence, tenants' responsibility would they do this, probably not. RPW said he thought parking was a more important issue so could a drop kerb programme be looked at. Would not be able to give permission for dropped kerb without hardstanding driveway. MG said you would have to obtain permission from CWC, highways risk assessment for licence and additional traffic calming measures may be necessary. AM said priority needs to be given to pedestrian areas. A sub committee meeting would be needed to discuss full details. A decision needs to be made so WF can advise tenants if any requests are received. **Vote, keep as open plan 4, non-open plan 7. Carried "estate is no longer open plan"**. AM to create standard for next board meeting.
- 5.6 Kitemark and Award** – AM has sent application and it is due for assessment soon. MG agreed she would sign our application.
- 5.7 Cost of Living Crisis** – AM will be including this on the agenda for the next few months. AM attended a finance conference. Interest rates rising sharply over next 12 months coupled with CPI increase this will have major impact on our tenants and rent could increase by 10% next year. How can the board help as we need to raise awareness? JS said we could advertise in newsletter, cheaper phone providers etc. AM to get in touch with money smart. Bring to board if anyone see's anything that could be useful. If property prices stay the same, look at acquisitions policy and increasing our stock.

MG left meeting at 6.45pm

- 6. Health and Safety** – Upstairs is now vacant. Possibility of having EVAC chair. WF looking into.
- 7. Sub Committees** – Minutes from meeting included in handout. AM has produced a leaflet detailing all events, Board to deliver this weekend. £30 fee.
- 8. Board Calendar** – Think Tank taking place next week at Trafford Hall. All invites will be sent via diary on outlook, board members are to accept or decline. AM discussed details of all 3

trips booked. Places are all booked for the conference. New TPAS conference in Solihull. No need to lodge if don't want to. AM to send diary invite.

**9. AOB**

AM – 5-year continuation ballot coming up, will take place last week of June 1<sup>st</sup> 3 weeks of July. Ray from Open Communities will be conducting ballot. AM explained to JC what the ballot is for. Ray will visit the Board and discuss details before it starts.

Meeting Closed – 6.53pm

Signed by Chair/V Chair .....

Date .....