

## Board Meeting Minutes – Tuesday 3<sup>rd</sup> October 2023

### 1. Welcome & Introductions

Chair: Ann Webb

Attendees: Amie Merry Chief Officer, Stuart Harrison, Sarah Harrison, Ste Webb, Debbie Bentley, Andrew Slater.

Lyndsey Beckett Minute Taker.

**1.1 Welcome & Introductions** – AM thanked Board and staff for their attendance and help at the AGM meeting.

### 2. Meeting Opening

**2.1 Apologies** – No apologies

**2.2 New Declaration of Interests** – None

**2.3 Previous Minutes January 2023** – Proposed and agreed by SW. Seconded by St.H. AW signed.

**Matters Arising** – None

### 3. Correspondence

**3.1 Affordable Housing Awards** – Dovecotes have been nominated for Campaign of the Year award for the friendship Friday initiative. Award ceremony on Friday 17<sup>th</sup> November. Table of 5 to be booked due to cost. £395.00 per person. Agreed 2 board members and 3 staff members. SW, DB, AM, BM, and SR will be attending.

### 4. Chief Officer Report

**4.1 Performance Report** – AM displayed report on monitor. No KPI's this month. Martin from Jerromes GCN did not complete year end on sage so AM completed this on 2.10.23.

### 5. Matters for Discussion

**5.1 Look back at AGM** – AGM went well. Good attendance.

**5.2 New OO Election** – Tracey Seale was elected at the AGM.

**5.3 Scrutiny** – 2 application forms received at the AGM. Would like another person. AM to arrange first scrutiny meeting.

**5.4 Exec Roles** – Vote to retain or change Board executive roles – **Unanimous.** Roles to stay the same for the next 12 months.

**5.5 Treasures Report** – AM displayed report on monitor and SW presented report. AM will send via email.

**5.6 Managing Agents Forum** – AM displayed minutes on monitor and discussed the key points.

**5.7 Complaints/Compliments** – None. Ombudsman complaint complete and closed.

**5.8 Household Support Fund/Cost of Living Crisis** - £14,000 left. Expecting applications to increase during winter requesting help with gas and electric. Also rise in food bank applications.

**5.9 Interfaith Activity Funding** – AM received email from JS regarding Interfaith week, 12<sup>th</sup> to 19<sup>th</sup> November. Set challenge to get community “get out and get active”. AM asked the Board if they wanted to apply for funding to provide an activity for our community. Activities to be accessible to all. Board agreed, AM to apply for funding.

5.40pm – 5.48pm Break

**5.10**



**5.11 Pension DP** – Discretionary Policy for pensions. AM to create policy and Board to review and agree by December.

**6. Health and Safety** – nothing to discuss.

**7. Sub Committees** – nothing to discuss.

**8. Board Calendar** – TPAS training to be held at Dovecotes on Thursday 19<sup>th</sup> October, 10am until 3pm.

**9. AOB**

Board recruitment– 1 space available

AS – received email from Nick regarding NFTMO conference 2024. 200 rooms will be available at the Crown Plaza, Stratford Upon Avon.

Next meetings – 7<sup>th</sup> November and 5<sup>th</sup> December.

AS presented with a long service award.

6.31pm Meeting closed

Signed by chair \_\_\_\_\_

Date \_\_\_\_\_