

Dovecotes Tenant Management Organisation Board Minutes

Date: Tuesday 3rd June 2025, at 86 Ryefield, Dovecotes:

In Attendance

Chair,

Chief officer, vice chair, treasurer, secretary, co-opted board members, City of Wolverhampton Council Officers , ward councillor (part), note taker

Meeting Overview

- Facilitated by chairperson and chief officer
- Previous minutes approved.
- No declarations of interest.
- Key matters from the last meeting (Complaints Policy and Awaab's Law) carried forward for discussion.

Governance & Board Changes

- Five board members resigned on 9th May; four remaining members confirmed quorum.
- New executive roles appointed.
- Three residents co-opted until the AGM; others invited to training sessions.
- Springboard Enterprise commissioned to support board development and policy review.

Finance

- Treasurer reported on financial update and monitoring of accounts.
- Year-end accounts review scheduled for August.

Complaints & Compliments

- Two complaints received:
- Seven compliments received via Google and Facebook.

- Transition to business-only Facebook page by 4th July.

Chief Officer Report

- KPIs reviewed; request made to add a key to explain colour coding.
- Disciplinary process approved to pursue re TMO staff member.
- Treasurer to gain access to financial systems and meet quarterly with finance officer.

Policy & Legal

- Updated complaints policy presented; full review deferred to Away Day on 11th June.
- Awaab's Law and building lease updates postponed.
- No new updates on Household Support Fund.

Health & Safety

- New lone working safety system approved.
- DBS checks completed for current board; new members to submit details.

Subcommittees & Steering Panels

- Four subcommittees approved: Finance, Governance/Policy, HR, and Repairs/Maintenance.
- Community and Service steering panels to include board and estate members.

Community Engagement

- **Easter Event:** Over 300 attendees, 100 Easter eggs distributed, £560 raised.
- **St George's Day Coffee Morning:** £260 raised for Air Ambulance.
- **Community Trips:** Schedule shared; attendance planning underway.

Other Business

- **Newsletter:** Proposal to include paid local business ads to offset delivery costs.
- **Away Day:** Scheduled for 11th June at Goodyears Pavilion.
- **Parking Concerns:** Raised for Fullerton Close; to be referred to Highways.
- **Constitution:** Articles of association to be distributed to board members.

Dovecotes Tenant Management Organisation
86 Ryefield, Dovecotes Estate, Pendeford, Wolverhampton, WV8 1UD
Telephone: 01902 522780. Email: generalenquiries@dovecotestmo.com

Website: www.dovecotestmo.com
Company Registration No: 05692344. VAT Registration Number: GB887270875

Meeting Closed

- **Time:** 7:16 PM
