

Location: 86 Ryefield, Dovecotes, WV8 1UD
Date: Tuesday 28 October 2025
Time: 17:00 – 19:00
Facilitator: Chief Officer & Vice Chair



Welcome & Introductions

In Attendance:

Board Members and Councillors

Apologies:

Several board members and councillors

Declaration of Interest:

None

Previous Minutes:

September 2025 – Approved

Matters Arising and Actions

- Building Lease Update – Update to be provided later
- Email from previous member – no update
- Policy Review – Board to review amended policies at next meeting

Chairperson Updates

- AGM completed; constitution changes communicated to residents
- New board elected; positions confirmed

Executive Board Update

- General update provided on organisational activities and progress
- Treasurer Report was provided including quarter 2 data

Correspondence

- Complaints: 8 to date; breakdown provided
- Compliments: 14 in Q1 and Q2
- FOI request responded

Chief Officer Report

- Executive board meets prior to full board for recommendations
- Training scheduled for Awaab's Law
- Consumer Standards to be reviewed by Governance subcommittee

Policy Amendments

- Modular Management Agreement proposals shared for review

Board Calendar

- Halloween event scheduled
- Christmas programme includes:
 - Tree lighting
 - Grotto and community lunch for elderly and vulnerable residents

Any Other Business (AOB)

- Planters to be updated
- Highways to be contacted for road markings
- Police meeting regarding speed camera signage
- Winter Newsletter to include AGM outcomes, board updates, and events
- Kitchen Upgrade Programme: temporary cost increase approved
- Community Kitchen Proposal: subsidised quote accepted; completion aimed before Christmas
- Heating Update: new boiler installation starting early November

Meeting Closed:

18:13