

**MKCHF Executive Notes**  
**Monday 27<sup>th</sup> November 2006**

Present – Eamonn Bobey, Rita Venn, Paula Mason, Margaret Burke, Simon Aslett and Jeanette Marling

Apologies – Pauline Prop

<b>Minutes of the last meeting – OK</b>	
<p><b>Matters arising –</b></p> <p>Queries book – to be placed by front desk and used as a repair or an issue for visitors. Also visitors could be handed TRC leaflets.</p> <p>Netherfield Residents Association – JM recommended the amount suggested.</p> <p>Money saved on walkabouts – EB requested a figure of how much had been saved by not doing the walkabouts. He wanted a comparison as to how much extra was used in repairs when walkabouts were being done as to when they weren't. They all agreed that they wanted Anth to find out this information.</p> <p>Noticeboards – PM has ordered some more but there are some which still need fixing. JM also wanted to know if the one at the Lakes could be moved.</p> <p>Planning Applications – MB to try to attend TRC to go through planning apps. with Sam.</p> <p>Complaints – EB has stage 3 response via email and hard copy. MB has gone to stage 3 and is expecting a response. Her void complaint went missing so has started again.</p> <p>Void workshop – MB to attend feedback on Friday am. JM was not happy regarding their treatment following the end of the voids review group. They were not told until after that the group was finishing. She would like to get re-involved in the process.</p> <p>Regarding the Community Cohesion event – SA has sent email to TRC. All can attend.</p>	<p><b>Exec</b></p> <p><b>SA</b></p> <p><b>PM</b></p> <p><b>MB</b></p> <p><b>MB</b></p>
<p><b>Meetings/training attended or forthcoming –</b></p> <p>Meeting with Pam is definitely on the 14<sup>th</sup> December at the Tenants Resource Centre, but she will need to leave at 11am. The minutes of the last meeting, which was with Anth. They should be attached to the MKCHF minutes but need to be agreed</p>	

<p>first. Exec to write an agenda and to propose minutes attached to Forum agenda.</p> <p>Health and Safety Course – reminder of the course being held on 7<sup>th</sup> December and need for attendance or to let us know in advance, or else we shall be charged! We can send someone else if necessary.</p>	<p><b>Exec</b></p>
<p><b>Resource Centre Issues –</b></p> <p>Leaflets, complaints and housing waiting application forms are needed at the TRC.</p> <p>DDA – MB has emailed Gerald Eaves but has not received a response.</p> <p>Animals in the TRC – MB received confirmation from the doctors regarding bird-related diseases. Exec to discuss at their meeting.</p> <p>Firebox – PM to look at Pollards</p> <p>Xmas Do – Invite drafted for all tenant reps. This could include other members of the association not just Tenant Reps. There need to be an RSVP. PM and SD to send out invite to staff. Contractors to be invited and asked to contribute to raffle.</p> <p>Exec are asked to ensure that exit procedure is followed when leaving the TRC, i.e. checking all lights and taps are off (A tap was left running overnight), Closed sign should be put up and alarm set.</p> <p>Exec Absences – If the Exec are not able to attend TRC on designated days they should notify another Exec member. There is a responsibility to help run the resource centre.</p> <p>Water boiler has not been fixed. Pm to chase up what is happening.</p> <p>Xmas opening hours – TRC closed to the public after 14<sup>th</sup> December. Will re-open on 8<sup>th</sup> January.</p>	<p><b>Exec</b></p> <p><b>PM</b></p> <p><b>PM/SD</b> <b>Exec</b></p> <p><b>Exec</b></p> <p><b>Exec</b></p> <p><b>PM</b></p>
<p><b>MKCHF –</b></p> <p>Constitution – When the review comes up MB would like to suggest a quorum of tenants for the executive.</p> <p>Forward plan was distributed. Exec requested SA to remind AHC to provide a written report for his item.</p> <p>Code of Conduct – A complaint was received regarding an email which was sent out. It was suggested that this should be more of</p>	<p><b>MB</b></p> <p><b>SA</b></p>

<p>an investigation into how things could be improved rather than finding someone to blame. The Exec could look into this and raise some recommendations. MB to email complainant to notify them.</p> <p>All to meet to discuss code of conduct.</p> <p>Calendar – Exec only meetings to go on calendar. Also exec to take minutes.</p> <p>Exec and Officers meetings to start from 10am.</p> <p>Walkabout Focus Group – SD is organising the event. Someone from Housing will be running it. The meeting will be held in the evening and 1 person per association can attend. A substitute can be nominated.</p> <p>Emergency Heating Group – It was suggested that the BSTG could be used, however there are not many tenants involved. The chair and vice-chair of the Forum had previously said they did not feel they could attend the BSTG as they might be seen endorsing the decisions made when they did not agree with them and there would not be enough time to get the views of the Forum at the meeting.</p> <p>There was a general feeling from the Exec that, because of Vanguard, there appeared to be an attitude of not willing to consult with the Forum. They also felt that the Forum was being pushed to one side and was not receiving any relevant information. There had been a report which the Forum had been refused unless they had a meeting first. When told about changes they were told MKC doesn't have to consult. They also felt that some of the comments regarding the Forum were getting personal.</p>	<p><b>Exec</b> <b>MB</b></p> <p><b>Exec</b></p> <p><b>SD</b> <b>Exec</b></p>
<p><b>Consultation Update –</b></p> <p>BME Housing Strategy – Clem has extended the deadline and therefore doesn't need to do the open day at the TRC.</p> <p>Granby – Keys for the common room are held at the Lakes office. There is a regular meeting on the last Friday of the month but any day is fine for holding a drop-in. The meeting needs to be held before the next Forum. Exec to do leaflets. SA to check availability.</p> <p>Sheltered Schemes – MB contacted Janet Irons. One person had been moved and was said to be very happy in their new home. Another person who moved into another scheme was also very happy. They would like an officer to discuss Decent Homes works at sheltered schemes in the January Forum.</p>	<p><b>Exec</b> <b>SA</b></p>

<p>Sheltered Housing Forum – Wed 29<sup>th</sup>, Exec welcome to attend.</p> <p>CMKRA – Paula has met someone who would be interested in setting up a Residents Association for the north east end of the City Centre (opposite John Lewis).</p> <p>HRA Sustainability meeting – JM + MB to attend PEP training course on 17<sup>th</sup> January 2007.</p> <p>Next years Housing Event – need to start thinking about planning for the next event.</p>	<p><b>JM+MB</b></p>
<p><b>Any Other Business –</b></p> <p>Rent Figures – Exec were unhappy with what was received from the Housing Finance team. The figures were mixed up and there were gaps in it so they could not use the data. Also there wasn't much time to get other figures, if needed, and clarification. They will still work on the figures after xmas to be ahead for next time.</p> <p>Executive would like better evidence about figures, etc. Evidence may also provide more background information to understand where figures come from. Figures took so long to come that the agreed procedures of the meeting were not followed.</p> <p>There was also a discussion regarding garages.</p> <p>Housing Newsletter – JM has not received one yet, and there were none at the Lakes Housing Office.</p> <p>KLOEs – SA distributed a copy to all. It explains what the Inspectorates expectations are of the Housing Service.</p> <p>Lakes Inter-agency – being held on 12<sup>th</sup> December at the Community Centre.</p> <p>Golden Wonders – Charles Allum and Nellie Farran have both been nominated for a Golden Wonders Award. The presentations are being held on Monday 11<sup>th</sup> December.</p> <p>Complaints Form – The complaints forms have changed. There is a postcard style tear-off sheet which is open to all to read the information. It no longer says complaints and they have taken out the Equalities info. SA to ask Norma to attend a future meeting (after the new year)</p> <p>Compensation Leaflet – EB asked if there was a general leaflet regarding claiming compensation for accidents.</p>	<p style="text-align: center; vertical-align: middle;"><b>MB/JM</b></p> <p style="text-align: center; vertical-align: bottom;"><b>SA</b></p>

<p>Digital TV – Pam had been approached by a Digital TV company regarding the switch over for sheltered schemes. It was felt that the council should not have to pay. MB thought that it should be NTL. There was also an issue about the other properties. MB will look into.</p>	<p><b>MB</b></p>
<p><b>Date and Time of next meeting</b> – Monday 11<sup>th</sup> December at 10.00 at the Tenants Resource Centre</p>	