

## MKCHF Executive Notes - DRAFT

30<sup>th</sup> October 2006

**Present** – Pauline Prop, Rita Venn, Paula Mason, Simon Aslett, Margaret Burke, Jeanette Marling, Eamonn Bobey and Irene Henderson (part)

**Apologies** – None needed

<b>Minutes of the last meeting</b> – OK – small changes to be made	<b>Actions to be done</b>
<p><b>Matters arising –</b></p> <p><b>BSTG</b> – still need to decide. There are currently 5 tenants on the list as being members. The Exec are reluctant to send a representative as it might be seen as endorsing any decisions made by the BSTG. The rep will not have any voting rights. The representative needs to be the chair or the vice-chair. The decision of the executive was that there was no rush to make a decision and will return to this.</p> <p><b>HRA</b> – figures were received by MB on Sunday. Both her and JM will get together to discuss figures.</p> <p><b>TP team at TRC</b> – The exec were assured that the TP Team were not moving to the Resource Centre but would only be using the facilities on an ad hoc basis. It will not be used for staff accommodation other than that. This will be brought up at the get-together/pre-forum meeting.</p> <p><b>Exec notes</b> – to be sent out early again but with the addition of the word Draft.</p> <p><b>Get-togethers</b> – EB expressed his concern about changing the name of the get-together to pre-forum meetings. He was not in favour. Attendees at next “get-together” will be asked their opinion.</p> <p><b>Grant Panel</b> – Questionnaire was sent out but JM and MB haven’t received it. Pm to resend via email.</p> <p><b>Exec Action Plan</b> – JM has tried to contact Michael Crossan regarding the Granby Court drop-ins but has not received a reply. SA to chase up.</p>	<p><b>Exec</b></p> <p><b>MB/JM</b></p> <p><b>Exec</b></p> <p><b>PM</b></p> <p><b>Exec</b></p> <p><b>PM</b></p> <p><b>SA</b></p>
<p><b>Meetings/Training/Events attended or Forthcoming –</b></p> <p><b>Housing Finance Training</b> – There is a course coming up which is being run by PEP in Bristol. Margaret and Jeanette expressed an</p>	

<p>interest. Both to complete a training request form.</p> <p><b>Voids Workshop</b> – MB to receive feedback which she will forward to the TRC.</p> <p><b>Junior Jamboree</b> – Lots of people attended both events. SA attended the Conniburrow event and said lots of tenants attended. Vicky Bonsu to provide some feedback.</p> <p><b>Croydon Beacon Event</b> – is fully booked. Another event being run in April.</p> <p><b>Chairing Skills</b> – being looked into.</p> <p><b>Health and Safety for TRC</b> – MKC are running a course on the 7<sup>th</sup> December for ½ day. PP and RV would like to attend. MB would like to go but on a later course. PP + RV to complete training request form.</p>	<p><b>MB/JM</b></p> <p><b>MB</b></p> <p><b>VB</b></p> <p><b>PM</b></p> <p><b>PP+RV</b></p>
<p><b>Resource Centre Issues –</b></p> <p><b>Opening hours of the TRC</b> – Jim Blore has said he would like to help. PM to provide contact details. Also to be mentioned as an agenda item at the MKCHF.</p> <p><b>DDA</b> - MB brought a list of funders, but needs to send them to Rob at Gerald Eaves.</p> <p><b>Repairs</b> – light by door needs the strip light replacing and there are two doors which need shaving to enable them to close properly – one in the store cupboard and the disabled toilet door.</p> <p><b>Signage</b> – SA contacted Fred Mercer – Apparently the landlord wants to upgrade the shop fronts but we might need to arrange a contribution. A sign could be placed out the back and PP will ask the Parish about putting a sign in the corridor. Also look into a sign hanging from the window.</p> <p><b>Window cleaning</b> – Ocean haven't cleaned the windows. PP to contact.</p> <p><b>Firebox</b> – needed for the letterbox. PM to order</p>	<p><b>PM</b></p> <p><b>PM</b></p> <p><b>SA</b></p> <p><b>PM/PP</b></p> <p><b>PP</b></p> <p><b>PM</b></p>
<p><b>MKCHF –</b></p> <p><b>Logo</b> – is on latest set of minutes.</p> <p><b>Forward Plan</b> – was distributed</p>	

<p><b>Tenants Only Session</b> – should start at 6pm. Sam could write to people to let them know that this is when the meeting will begin.</p> <p><b>Vanguard</b> – Rita to send out Vanguard papers with pre-forum notification, which will be moved to January Forum. Eamonn also said about holding a special meeting to discuss matters arising from the meetings, but the people who were involved in the Compact Working Group should also be invited.</p> <p><b>Heating report</b> – Exec requested that this also include hot water and wiring. SA to notify DB</p> <p><b>Feeding back</b> – After the forum the TP team produce a list of actions and the Executive were asked how they would like these actions reported back. They requested that the MKC Officer should contact the individual who originally raised the question and the action sheet should be attached to the agenda. TP to arrange.</p> <p><b>Code of Conduct</b> – still to be progressed. JM to be sent copies which were originally given to Exec.</p> <p><b>November meeting with Director of Housing</b> - Anth is attending this meeting as Pam is away. Exec to prepare agenda for discussion.</p> <p><b>Walkabout Focus Group</b> – This should include 1 from each Residents Association. Exec would like to be able to nominate a substitute. This to be discussed at the get-together.</p>	<p><b>SD</b></p> <p><b>SA</b></p> <p><b>TP</b></p> <p><b>Exec</b></p> <p><b>Exec</b></p> <p><b>Exec</b></p>
<p><b>Consultation Update –</b></p> <p><b>Tenants Survey</b> – The results were received and a summary was handed out to all members of the Exec. A copy of the full response was also left.</p> <p><b>Planning Statement of Community Involvement</b> – All Exec have received a letter regarding this.</p>	
<p><b>Any Other Business –</b></p> <p><b>Noticeboards</b> – Still need looking at</p> <p><b>Planning Applications</b> – This could be a job for Sam. She could look through them each week and split them into RA areas. MB will work with her on this.</p> <p><b>Sheltered Schemes</b> – MB has spoken to Dianne re the 55+ policy at Sheltered Schemes. The only time this was not followed was at Bramley Grange when the residents were nearly 55 and in medical</p>	<p><b>PM</b></p> <p><b>MB</b></p>

<p>need. The policy has always been that if someone is near 55 and in medical need then this is OK.  She has been trying to contact Briar Lodge but hasn't been able to yet. However there are only a few tenants there so an on-site warden may not be there.  PP said she had been speaking to Janet Irons, the local councillor, who wanted to come to the Forum to discuss the issue.</p>	
<p><b>Xmas Do</b> – to be held on 7<sup>th</sup> December at 5pm. There was some money (£24) left over from last years do but Exec said they would like a caterer to do the food this time. PP + RV to organise</p>	<p><b>PP+RV</b></p>
<p><b>Independent Tenants Newsletter</b> – Still awaiting contact from Estelle Gillingham.</p>	<p><b>EG</b></p>
<p><b>Events Diary</b> – PP and RV to see about a board</p>	<p><b>PP+RV</b></p>
<p><b>Complaint</b> - EB said that he had not received a response to his complaint other than an acknowledgement letter. MB had not heard anything about her complaint.</p>	
<p><b>Gazebo</b> – Needs to be disposed of. Could keep the cover.</p>	<p><b>PM</b></p>
<p><b>Leaflets</b> – Pauline asked if the leaflets stored at the Resource Centre are up to date. They are all part of the handbook and are.</p>	
<p><b>Date and time of next meeting</b> –   Monday 13<sup>th</sup> November at the Tenants Resource Centre. Starting at 10.30am.</p>	