

**YARDLEY WOOD**  
**HOUSING LIAISON BOARD**  
**ANNUAL GENERAL MEETING**

**HELD**

**WEDNESDAY 3 July 2019**

**AT**

**SOUTHVILLE BUNGALOWS**  
**SHELTERED HOUSING SCHEME**

**Present:**

FG	-	Frank Goodwin	Chair
JM	-	June McQuaide	Vice Chair
JG	-	Joan Goodwin	CHLB Rep
LS	-	Linda Stanley	Member
SH	-	Sue Harper	Member
DS	-	Debra Stanley	Member
FB	-	Francis Brady	Observer
KT	-	Kerrie Titterton	Housing Officer
SW	-	Sarah Wong	Tenant Participation Officer (minutes)

**Welcome and Introduction**

FG welcomed everyone to the Annual General Meeting.

**Chairperson's report**

*FG read out the following chair report to HLB members.*

*Our thanks to the contractor's, Fortem and their staff who work with us and attend our meetings keeping us well informed.*

*Our monthly 'Estate Walkabout's' have brought a steady improvement in the area.*

*I would like to take this opportunity to thank all who have worked and continue to work with us. Local elected Councillor's, contractors, Service Provider's and the Housing staff and last but not least, the HLB member's whose commitment is unquestionable. THANK YOU.*

HLB's throughout the city are allocated an annual '**Community Improvement budget**'.

From a WISH LIST of potential projects, the Yardley Wood HLB prioritises ideas and suggestions, which would have benefits to communities and local environment's.

During 2018/19 the HLB have agreed a number of projects, intended to bring about improvement for the represented area. These include: -

To install hardstanding bin area at 15-21, 29-35, 37-43 Highters Close.

To install hardstanding bin area at 116-122 and 124-130 Prince of Wales Lane

To install hardstanding bin area at 38-44 and 46-56 at Maypole Grove

To maintain and install 6 planters at Yardley Wood Road

To install 6 Parking Bay at Mill Gardens

Cost of these proposed improvement projects have received approval by the Place Manager, committed as such and issued to a contractor during the 2018/19 financial year.

This year's budget allocation was £9,403.66

As the name implies, this funding is there to benefit the community. If there is something you would like to be considered and which brings about change for **ALL**, please see one of the HLB members or better still, come and join **YOUR HLB**.

The HLB Board is always keen to increase membership and encourage active resident involvement to help achieve improvements to services and the environment for the residents of Yardley Wood.

Maintained its recognition in the area and members regularly attend and promote the HLB at the Happy Valley Festival and Billesley Fire Station Event.

Member, Mrs Joan Goodwin is the chair of City HLB, the chair of Performance Monitoring group and the Chair of the Welfare Reform and Financial Inclusion Group, which involves the work of House to Home project and Digital Log Book. She is involved with procurement of the Contract for Housing repairs etc across the city.

Vice Chair, Mrs June McQuaide is the street scene tenant representative and attends street scene sub group meetings regularly to ensure the area is clean, green, safe and a better place to live. She is also an active member of the Performance Monitoring Group, and has been involved with House to Home events held across the city.

<p><i>Vice Chair June McQuaide, Linda Stanley and Debra Stanley and other members have been highly committed to the monthly HLB walkabout. Total 10 walkabouts were carried out last year. HLB members were highly motivated to report issues and looked for potential projects to improve the area.</i></p> <p><i>The Yardley Wood HLB has obtained a 2 year Kitemark accreditation. Chair thanks members for their hard work and dedication as this accreditation illustrates the commitment made to the HLB movement and improving our community.</i></p>	
<p><b><u>Election Process</u></b></p> <p>SW and KT introduced themselves in the meeting. They stressed the importance of tenant's involvement.</p> <p>SW handed out the nomination forms.</p> <p>Nominations for Chair- June McQuaide  Nominations for Vice Chair- Frank Goodwin  Nomination for CHLB rep-Joan Goodwin  Nomination for members- June McQuaide Frank Goodwin, Joan Goodwin, Debra Stanley, Linda Stanley, Sue Harper</p> <p>SW requested the board members vote via a show of hands for the position of Chair, Vice Chair and CHLB rep.</p> <p>The voting result is as follow:-</p> <p>Chair- June McQuaide  Vice Chair- Frank Goodwin  CHLB Rep-Joan Goodwin  HLB members- June McQuaide Frank Goodwin, Joan Goodwin, Debra Stanley, Linda Stanley, Sue Harper. SW congratulated all members who have been voted in.</p> <p>Yardley Wood HLB members signed the HLB constitution, Code of Conduct, Equality Statement and Skills Audit on the AGM meeting.</p> <p>SW agreed to inform the resident involvement team and Senior Service Manager in relation to the outcomes of the Yardley Wood HLB AGM.</p>	
<p><b><u>Vote of Thanks</u></b></p> <p>SW thanked members for their hard work and welcomed the new board.</p>	
<p><b><u>AOB</u></b></p> <p>Sue stated that her heating is not working properly and she is not satisfied with the quality of work that Fortem carried out.</p> <p>Members said the HLB log sign has not been installed. SW agreed to look into the issue.</p> <p>Joan confirmed that the CHLB meeting has been cancelled. The 100 year Council</p>	<p><b>SW</b></p>

<p>Housing event is on 4<sup>th</sup> July 2019. The Chair and Vice Chair of the HLB who has achieved the two year Kitemark achievement for the second time will be invited to the meeting.</p> <p>SW said the project for Cross Hatch Markings/keep clear-driveway/access to the rear of Ashfield House has been approved. The cost of the project is £1000.</p> <p>Sarah agreed to look into the potential hardstanding bin area project at 108-110 Priory Road.</p> <p>Sarah agreed to find out with the Contract Work Officer whether it is feasible to carry out the Altro Flooring and internal decoration project at Brompton Pool Road.</p>	
<p><b><u>Date and Time of Next Meeting</u></b></p> <p>The date of next walkabout is on <b>31<sup>st</sup> July 2019</b>- members agreed to meet at Gorleston Road and Highters Lane.</p> <p>The date of the next HLB Meeting is on <b>4<sup>th</sup> September 2019</b> at Southville Bungalows 6:30pm</p> <p>For members requiring taxi's, please contact Sarah Wong on <b>0121 464 3626</b>. Please give at least 24 hours notice so that these can be arranged with the taxi company.</p>	