

AGM Minutes

**Kings Norton HLB
Held at Melrose Close Sheltered Scheme**

Thursday 4 July 2019

Present	<ul style="list-style-type: none">• Ron Lees,• Pam Dean• Betty Swann• Helen Riley• Ann Guise• Carl Manning• Margaret Mayo	
In Attendance	<ul style="list-style-type: none">• Nadeen Justice, TPO	
Apologies	<ul style="list-style-type: none">• Cllr Griffiths• Arron Blake-Knight	
1.	Item: Welcome, Introductions and Apologies	Action
1.2	<ul style="list-style-type: none">• Ron welcomed all in attendance, this was followed by introductions and apologies received as above	
2	Item: Matters Arising:	
2.1	Ron informed the group that the last meeting was not quorate	
3	Item: Chairperson's Report & achievements	
3.1	Ron reported that the last 2 years the HLB budget was spent; certain quotes were delayed but overall money was spent and purpose was achieved. Ron acknowledged Penny Oosthuizen was acknowledged as she was the vice chair for the past 2 years who stepped in a chair meetings in Ron's absence. Ron also thanked Nadeen for her hard work, he then stepped down as chair	
3.2	Nadeen gave a report on Ron over the past 2 years, as the HLB board stood down. She explained that on a personal note, Ron has been involved in Resident Involvement for over 10 years. His recent achievement was at the council house last summer 2018 where he achieved an award as the overall city winner for helping hand.	

	<p>Nadeen added that Ron has been attending all the HLB walkabouts and previously, the estate assessments. Many projects that were brought to the HLB were as a result of his work with the local housing team and neighbourhood caretakers; during such time, there have been no complaints about Ron as Chair. The Board congratulated Ron at this stage.</p> <p>3.3 Nadeen update on the functions of HLBs which is to carry out a variety of functions across the area, which include, estate walkabouts, influences and contributing to local decisions, getting involved with community fun days and other social activities, carrying out local improvement works within the community.</p> <p>3.4 Each year the HLB has an annual budget to carry out improvements within the area. This has proven very successful and has helped resolved problems, which have been identified within the area.</p> <p>Here are some examples of projects, which have been carried out:</p> <ul style="list-style-type: none"> • The Northfield Ward Housing Liaison Board was awarded - £23,259 (1 April 2018 - 1 April 2019) • Budget was broken down according to the number of council properties in each ward – approx. 3,000 @ £7.93 per property <p>Some Recent Projects / Scheduled for actioned and actioned – Community Improvement Budget</p> <ul style="list-style-type: none"> • Environmental issues picked up and actioned through estate walkabouts, including overgrown and un-kept areas, fly tipping • Various Community Improvement Projects, including security gating • Repairs and maintenance issues discussed and actioned, including performance statistics provided • A scooter room • Planters and Logos • A ramp for the Disabled 	
4	Item: Resident Involvement Update	
4.1	Menu of Involvement & Training	
4.2	Nadeen explained various ways of getting involved as well as training available. She said that Resident Involvement work is important and continues.	
4.3	She gave a round of Housing Duties with particular emphasis on Anti-Social Behaviour (ASB);	

<p>4.4</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>Nadeen gave an update on the various training that has been extended to the group over the years. For example a recent one was designed for the CHLB reps looking at their role at the City Board meetings; 12 sessions of training over the course of the last 12 months were offer to all HLB members; performance monitoring updates and CHLB newsletters are also source of information to empower new hlb members and giving details on ways in which to improve housing service.</p> <p>She said there is a need for tenants to do more as BCC is forced to reduce its budget; she gave the example of tenants taking the minutes at HLB meetings. There followed a general discussion of the range of work being done by volunteers locally, ideas to extend this work were put forward; HLB could play a strategic part.</p> <p>Some Resident Involvement Consultations included:</p> <ul style="list-style-type: none"> •Conditions of Tenancy •Tenants Handbook •HLB/CHLB Constitution & Code of Conduct •ASB Service improvement <p>Nadeen also distributed the HLB Constitution and Code of Conduct for the HLB which had been ratified by the CHLB.</p>	
<p>5</p>	<p>Item: AGM Process</p>	
<p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>Ron Lees was nominated as the Chair; democratic vote followed with 6 in favour</p> <p>Pam Dean was nominated as Vice Chair, this was followed by a vote - 6 in favour.</p> <p>The group congratulated Ron and Pam on their new position of chair and vice chair.</p> <p>It was unanimous to have Arron Blake-Knight as CHLB rep</p> <p>Meeting agreed as bimonthly; venue @ Melrose and times agreed as 6-7.30pm</p>	
<p>6</p>	<p>Item: Community Improvement Update / Debate 2019-20</p>	
<p>6.1</p>	<ul style="list-style-type: none"> • Project - Hawkesley square – installation of lockable swing barrier, secure gate and bollard • Project - Primrose Gardens, Kings Norton – Primrose planter project; raised brick planter bed has in the past been 	<p>Project Agreed</p> <p>Quote Approved</p>

6.2	<ul style="list-style-type: none"> • Project - The group agreed for the chair to investigate the possibility of a scooter room at corner ways • Celebration -100yrs celebration of social housing – the group ring-fenced £150 and agreed to asked the other HLBs to joined in the activities and to make a contribution of £150 for sandwiches / tea and coffee, with the intention to host a celebration from1-4pm at Campion & Saffron; Pam suggested Carl Chinn and Radio WM • Project - Installation of internal door to old bin storage area @ block 32-38 Waggon Walk <p>Nadeen informed that the new allocation is £22,304.43 for 2019-20</p>	<p>Agreed quote</p> <p>Agreed & Pam to engage Carl Chinn & Radio WM</p> <p>Agreed</p>
7	Item: Any Other Business	
7.1	None	
8	<p>Date/Time & Venue for Meetings were agreed as follows:</p> <p>8.1 Kings Norton HLB 2019 Dates:</p> <ul style="list-style-type: none"> • 10th January 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm • 7th March 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm • 2nd May 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm • 4th July 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm <p style="text-align: center;">August Nil</p> <ul style="list-style-type: none"> • 5th September 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm • 7st November 2019 @ Common Room Melrose Close, B38 9DU; 6.00-7.30pm <p style="text-align: center;">December Nil</p> <p>8.2 CHLB Rep Agreed as Arron</p> <p>8.3 HLB Constitution Signed on Behalf of the new Group</p> <p>8.4 Meeting closed @ 7.02pm</p>	