

**Minutes of the Quinton Housing Liaison Board
Held on Wednesday 13 November 2019
2pm- 4pm
@ Moat Meadows Sheltered Housing Scheme**

Present	Name	Name
	David Summers – Member Jean Powers – Member Tom Ryan – Member Thomas Brownley - Member Corinne Treacy – Member Vera Ravenscroft - Member Matthew Draper - Fortem	Steve Lawrence - Fortem Jennie Carter – Tenant Participation Officer Denise Lock – Housing Officer

Apologies	Name	Name
	Councillor Kate Booth - Councillor Harry Ruff – Chair Lynette Brazier – Vice Chair/CHLB Rep	

Item	Subject	Action
1.0	Welcome and apologies	
1.1	Denise Lock welcomed all to the meeting	
1.2	The Fortem Contractors attended and gave a short update on some of their successes. Corinne queried work that is to be carried out on a Six Acres block. The contractors were not able to provide the update on this; however, they would take this query back.	FORTEM
1.3	Fortem contacts: Matthew.draper@Fortem.co.uk - Matthew Draper Steve.Lawrence@Fortem.co.uk - Steve Lawrence	
1.4	David asked if the appointments system to carry out repairs have now ceased. The contractors stated that as far as they are aware this has not ceased.	
1.5	The members stated that repairs at Gower House that had been reported, are not being followed through. The contractors stated they would investigate and feedback to the members.	FORTEM
1.6	Jean felt that the issues in the property at Lockington Croft has still not been resolved. The elderly resident living there is still experiencing problems with the bungalow. There are also complaints regarding the blocked guttering's and overgrown trees in the area.	

1.7	Denise suggested that the contractors liaise with Clive Whitmore Day Contracts works officer, as this would help in resolving the issues. Denise stated that the contractors are not waiting long enough for a response from the tenant when they knock the door of the properties. They are just knocking the door once, leaving a calling card and walking away. Corinne asked that the contractors become more sensitive and patience to the customers.	
1.8	Denise felt that the contractors are not always sticking to the appointments.	
1.9	David reported a few repairs that need attention at Gower House. A contractor had attempted to repair a window in the foyer area of the block, however by doing this they had caused some damaged. The members felt that the contractors are generally not carrying out repairs that are satisfactory.	
1.10	Tom Ryan queried a repair that had been carried out on the lighting at Rosemount. The repair is of a poor standard.	
1.11	The members thanked the Fortem Contractors for attending the meeting.	
2.0	Minutes of the Previous Meeting	
2.1	Minutes were read as correct	
3.0	Matters Arising	
3.1	Gower House aerial funds have been used to block the holes on the block due to the continuous issue with bees	
3.2	Tom Ryan informed the members that a contractor attended Rosemount scheme to look at installing edging by a property due to flooding. The contractor did not seem to know what had to be done. Corinne stated she had the same experience with a contractor that attended Six Acres.	
3.3	Jennie to report to Mark Batsford regarding this.	TPO
3.4	David asked if a clean-up can be carried out around the garage area at Lockington Croft. David will arrange a date in spring for some of the residents and members of the HLB to clean up the area.	DS
3.5	Corinne stated she would speak to St Boniface Church Vicar regarding the parking issues around Moat Meadows.	CT
4.0	Community Improvement Budget	
4.1	Jennie gave an update on the budget spend. The HLB has spent most of it budget to date, however with the remaining budget, this would be match funded to the capital spend on projects for UPVC doors on Simmons Drive.	
5.0	City Housing Liaison Board – David Summers	
5.1	David gave a brief update on the CHLB meeting.	
6.0	Walkabout	

6.1	The Last walkabout took place at Simmons Drive and part of Highfield Lane. A lot of the issues was fly tipping.	
6.2	Corinne advised the members to be aware of the scams that are in the area. They are offering to collect fly tipping for a fee, however they collect the rubbish and dump it on another site.	
6.3	Denise recommended that the members utilise the bulk collection.	
6.4	The next walkabout will be held at Lockington Croft on Friday 15 November 2019 at 10.30am.	

7.0	Any Other Business	
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7.1	Tom Brownley – Dimmingsdale Bank – the fencing has not been repaired. He will raise this with Councillor Booth at a future meeting.	TB
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7.2	Jean said the lifts in Gower House are continuously breaking down.	
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7.3	Jennie will inform Carl Barrett or Tracy Stafford regarding the tenant's concern regarding this.	TPO
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7.5	Tom Ryan and Vera Ravenscroft stated they are happy to arrange the Christmas Lunch for the Quinton HLB to be held on Wednesday 11 December 2019 at 2pm to be held at Moat Meadows Scheme common room.	TR/VR
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<p>DATE & TIME of NEXT MEETING (Christmas Lunch)</p> <p>11 December 2019</p> <p>Moat Meadows Sheltered Housing Scheme</p> <p>Moat Meadows</p> <p>2pm – 4pm</p>
