

**Minutes of the Quinton Housing Liaison Board  
Wednesday 9 November 2016  
Toronto Gardens Sheltered Housing Scheme  
2.00pm – 4.00pm**

<b>Residents</b>	Stuart Richings (IChair) – Interim Chair Vera Ravenscroft (VR) – Vice Chair Tom Brownley (TB) – Member Tom Ryan (TR) – Member Sandra Wokes –Toronto Gardens	Graham Bryan (GB) – Member Jean Powers (JP) – Member Joan Townsend (JT) – Member Kenneth Ferris – (KF) Member Michael Thawe – (MT) Member WHF
<b>Councillors/ Others Attending</b>	Councillor Kate Booth (Cllr Booth) Gary Spooner (Wilmott Dixon)	
<b>BCC Officers</b>	Donna McMullan (DM) – Place Manager, Quinton Simon Rogers (SR) – Housing Officer	
<b>Apologies</b>	Councillor Gregson (Cllr G) Lynn Callaghan (LC) Member Dani Knox (DK) – Director of Youth for Christ Quinton Paul Holroyd – Wilmott Dixon Steve Chatterton – (SC) Wilmott Dixon Brenda De Costa (BD) – Member	

<b>No</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<b>Welcome, introductions and apologies</b>  Chair welcomed Members and Cllr Booth	
<b>No</b>	<b>Item</b>	<b>Action</b>
<b>2</b>	<b>Minutes of Previous Meeting</b>  Group discussed the HLB minutes from October and agreed they were correct.	
<b>No</b>	<b>Item</b>	<b>Action</b>
<b>4</b>	<b>Matters Arising</b>	

## Gower House

Mast issues:

SR visited Gower and listened to the noise and OTIS then identified that there is a fault.

SR sent an email to see if they have returned to address the issue.  
**Fault has now been rectified.**

Bin:

SR advised that there was a proposal to move the bin however not feasible. They are negotiating with Dudley MBC to get a smaller bin which will go in the bin store and also a couple of recycling bins.

Shed:

Repairs stated that the shed is pre-treated therefore will not be painted.

Capital works at Gower:

SR advised that there is nothing planned for Gower House within the foreseeable future.

Fence:

VR discussed the fence at Gower House which has not been painted.

Gary Spooner to find out if this was a pre-treated fence or if they need to return to paint the panels.

JT discussed capital works in Quinton.

Chair said that the City HLB are not filtering down what is going on.

## Waste Management

JC to organize an officer to attend Januarys meeting

## BCC Contact Sheets

SR to finalise and send to members.

## Promoting QHLB

Flyer passed to Members and all to agree final at next meeting.

	<p><u>Daventry Grove</u></p> <p>SR advised that everything picked up on Daventry walkabout has been referred to the relevant service areas to action.</p> <p><u>Rosemount</u></p> <p>SR advised that the adapted property issue has now been referred to Social Services.</p> <p><u>Christmas Party</u></p> <p>Chair advised £85 has been confirmed at CHLB for HLB Xmas Party. DM to find out if we can use the Quinbourne Centre for the food.</p> <p><u>Alleyway by 29 Dimmingsdale and tree issues</u></p> <p>SR reported this repair reported 01.11.16. Work was completed however SR not happy with the job therefore raised another job for this. <b>Repair completed. Trees do not meet criteria for pruning.</b></p> <p><u>Tenant Engagement Event</u></p> <p>Chair advised it was a good day had by all and everyone who attended enjoyed it.</p>	
<b>No</b>	<b>Item</b>	<b>Action</b>
4	<p><b>Willmott Dixon</b></p> <p>Chair advised that Willmott Dixon are rebranding and discussed the issues tenants and Willmott Dixon face on a daily basis.</p> <p>Gary Spooner introduced himself and assured that they will ensure a WD representative attends every meeting.</p> <p>Tuesday at Apprentices Awards they unveiled their new re-branding, the new name is Fortem. All staff will shortly be issued new uniforms and re-branding will take place however the Willmott Dixon name still remains on the construction side of the business.</p> <p>Regarding gas, Willmott Dixon have been fortunate as the weather has been so mild of late however due to the change in weather, workload has increased. We are in the process of employing more staff for repairs / gas servicing. WD normally have 34 gas engineers in the South of the city. We are currently looking at trends in all areas to ensure we have the right amount of stock for the engineers.</p>	

	<p>KF discussed the welfare of the contractor who was working alone recently when fixing a slab.</p> <p>Chair to send the email to DM who will pass on to Garry Spooner</p> <p>Annual Gas servicing – We were behind however have now caught up.</p> <p>Cllr Booth requested that they try not to do annual checks on boilers at the same time they are trying to fix boilers in their busy season. A day is also too short notice for the engineers to come and do an annual check.</p> <p>GS said that they are dictated by anniversary dates. The annual checks have been improved and they are in the process to train more staff in their office.</p> <p>VR asked if a property is empty whether or not the electricity is turned off.</p> <p>GS advised that is practice that the gas and supplies will be capped and turned off, including the electricity.</p>	
<b>No</b>	<b>Item</b>	<b>Action</b>
<b>5</b>	<p><b>City HLB Feedback</b></p> <p>Chair provided an update on the recent City HLB meeting.</p> <p>Chair was disappointed with this month’s meeting because it started at 18.20 and finished at 18.40. The rest of the meeting was a presentation to present awards to BCC staff.</p>	
<b>No</b>	<b>Item</b>	<b>Action</b>
<b>8.</b>	<p><b>HLB Budgets</b></p> <p>DM explained the budgets</p> <p>Chair advised about inspection</p> <p>Bear in mind lighting in Quinton; think about sheltered and elderly schemes that do not have any carbon monoxide detectors in them. Work together with WMF to get these.</p>	

No	Item	Action
9	<p><b>Walkabout Dates</b></p> <p>November walkabout is planned for Friday 11 November 2016 and location to be discussed at November meeting.</p> <p>Chair proposed meet at Monarch Pub, opposite West Boulevard at 11.10 am due to it being remembrance day</p>	
No	Item	Action
10	<p><b>AOB</b></p> <p>Chair – 2017 is the 25<sup>th</sup> Anniversary of QHLB – propose celebration and invites to Tina Richards / Jim Nicholl</p> <p>JC to liaise with Chair</p> <p>SR – Friday is remembrance day</p> <p>G – Tree on Wisley Way by bus stop by the shops. SR to check it out. John Tester conducted site visit and found no issues.</p> <p>Cllr Booth – cleaner streets plan – need top 5 issues, what actions can be taken and what support do we need. Speak to caretakers</p> <p>Top 5 ideas for Resident engagement : Community days Facebook page / Twitter page / Leaflet</p> <p>Ideas of increasing level of business engagement – for them to take the responsibility</p> <p>MT – reported 6 different street lights on WHF and they were repaired</p> <p>ASB at certain property</p> <p>Chair – new river tributary – 7 Trent repaired a minor leak – Gorsley Road. Road has been repaired here twice so will speak to Marie Brown.</p> <p>AGM – Due in Feb / March. JC to organize.</p> <p>POCA – has anyone done anything?</p> <p>Chair advised that Chris Hoare is doing the bid for Community Wardens.</p>	

	<p>Funding streams – anyone applying for anything?</p> <p>Xmas meal – do you want a meeting or just a Christmas do? Agreed to do a 30 minute update for QHLB minutes and then socialize the rest.</p> <p>Hollybush Grove – Block 10 – light out over canopy – <b>SR reported to call Centre 17.11.16.</b></p> <p>Success – Wedgwood doors, ASB and back gates.</p> <p>Should we add other items on the agenda on a monthly basis? Fleet &amp; Waste Management, Fly Tipping, etc.?</p>	
<b>No</b>	<b>Item</b>	<b>Action</b>
<b>11</b>	<b>Date of next meeting – 14 December 2016 commencing at 2pm – 4pm at Toronto Gardens Sheltered Housing Common Room</b>	