



**Minutes of the North Forum Meeting  
30 March 2010 10.30am  
Tenants' and Residents' Resource Centre**

**Present**

Keith Jobson	(KJ)	Middlegate TARA, Vice-Chair SJC
Ernie Plastow	(EP)	Model Village TARA / SJC
Anne Pawson	(AP)	Highfields TARA / SJC
Rosemary Lambert	(RL)	Woodlands New Estate TARA
F Protheroe	(FP)	Homestead TARA and Board Member
John Bartkus	(JB)	Trafalgar TARA, Secretary
Pat Granby	(PG)	Woodlands New Estate TARA
Philip Harrison	(PH)	Highfields TARA
Joan Harrison	(JH)	Highfields TARA
Helen Kilshaw	(HK)	Senior Performance Analyst SLHD
Amanda Booth	(AB)	Office Manager, Adwick Depot SLHD
Kevin Fisher	(KF)	Development Team Business Manager, Adwick Depot SLHD
Gavin Shawcroft	(GS)	CLO SLHD
Lynn Chamberlain		SJC Admin Support Officer

**1. Welcome & Introductions**

The Chair opened the meeting with introductions and went through the housekeeping rules. The Chair apologised for the lateness of the Minutes being sent out.

**2. Apologies**

Michael Plastow, Dave Maxey, Mary Paton, Jackie Linacre, Rob Chapple, Bernie James, Lynne Harrison

**3. Minutes of Last Meeting**

The minutes of the previous meeting were passed as a true and accurate record.

**4. Matters Arising**

There were no matters arising.

**5. Repairs and Maintenance Policy Review**

Kevin Fisher went through the Review and said that this should be sent out with the Minutes of this meeting. The Review would be sent out to all TARA's for consultation. The following points were made on the Review.

The Chair said he had attended a Disability Focus Group meeting and it had been brought up that if a tenant new of a repair and there was an employee of

SLHD doing work in the immediate area, then it was a good idea to give the repair to the employee. This was agreed.

FP suggested texting as a good way of reporting repairs. KF said that they were looking into a new IT system and ways of texting would be included.

KF said that they were setting up a handyman service in conjunction with the Primary Care Trust to help people coming out of hospital and they will do a risk assessment in their homes. They are working closely with the Occupational Therapist and with the Council to do a basic assessment. The service would be available for all vulnerable people.

It was queried what the official heights were for fencing as this had been brought up in Highfields because of the properties being 'back to front' and sheds and hedges were obscuring the views for cars exiting onto the road. KF said he would look into this.

EP suggested that when tenants leave a property it should be agreed what would be left and what should be taken out and a form signed to this effect so it was clear and tenants were not then re-charged unnecessarily. KF said in effect that is what we do and the in-coming tenant signs to accept the property as agreed.

The Chair said that when the TARA's had been consulted on the Review this would be fed back to Kevin Fisher's team.

## **6. Manager's Report**

The Chair apologised for Ian Bateman not being invited to the meeting. This would be rectified for the next meeting.

## **7. Performance Indicators**

Helen Kilshaw gave out the various monthly performance figures. Some of the figures would be broken down and be brought to the next meeting.

HK referred to the solid fuel figures and explained that access could not be gained to some properties. Letters will be sent out to those stating that Court action would be taken to get into the properties. The Chair enquired if it was repeat offenders involved and KF said that it was early yet to say if this was the case.

EP asked if there was a list of empty properties. HK would bring this to the next meeting.

## **7. Chair's Report**

The Chair said that the SJC were looking at ways to improve. The Chair expressed his thanks to Ian Bateman for completing the perimeter fencing in Middlegate area, which had been promised for two and a half years. The contractors had done an excellent job.

## **8. Any Other Business**

EP referred to the issue about fencing as the fencing at the park in Woodlands was 7' high and a petition had been put in regarding this. If the petition was successful then all the fencing in the area could be looked at.

JB said that in Carcroft they were looking at green spaces and two sites were available at the moment and comments were asked for. The Chair said if details were supplied then this could go out with the next mail-out.

RL said that they had not heard about the usage of land on Lawn Avenue at Woodlands. The Chair said that the SJC would contact the relevant people to see what is happening. RL said that the Woodlands and Operation Alliance still does not know. KF said to get in touch with Kerry Brentall from the Asset Management Team.

FP said that the Estate Improvement Fund of £12,500 for CCTV cameras, only £1,600 had been used and this would have to go back to where it came from. We have had to stop money going out for the improvement of garages, now purchased two garages. The bench dedicated to Lyn Ralph will be put into the next edition of House Proud.

AP referred to the 12-month contract for SLHD and pointed out that the SJC felt that this was not long enough and they wanted a five-year extension. It was generally felt that SLHD had done a good job. The SJC wanted all TARA's to write in with their comments for or against what SLHD have achieved. The Highfields TARA have already written a letter in support of SLHD. FP declared his interest as a Board member. He confirmed that SLHD do have a four year Business Plan, but could not deliver this in 12 months. This is now going to the Scrutiny Panel for them to justify the 12-month contract. The Chair said that the SJC members were unanimous in their support of AP's motion and Heather Saunders would be requested to draft a letter to all TARA's asking for their comments either for or against SLHD.

AP informed the meeting that the Area Forums were now being put into the areas, but not as many people were attending. She suggested a letter go out asking for TARA's feelings and asking for reasons why they did not attend and there would be no point in having the area meetings if figures were down. FP felt that when these meetings were held in other areas the venue should be on a bus route and should be advertised. The Chair felt that it was important people attended the Forums as this was part of the SLA that they would go out to different areas. FP said that the Board wanted to know what the TARA's views were. It was suggested that the Forum meetings be put into House Proud.

## **9. Date & Time of Next Meeting**

Tuesday 25 May 2010, 10.30am at the Brodsworth Miners Welfare, Welfare Road, Woodlands.