

Northwards Housing Panel Meeting Minutes

Panel: Wilton

Date: 02 March 2010

6.30 p.m. to 8.30 p.m

Whitemoss Road Local Services Office, Community Room

Chair: Anne Heywood

Attendance:

Anne Heywood (AH)	Panel Member (Chair)
Charles Taggart (CT)	Panel Member (Vice-chair)
Jim Burke (JB)	Panel Member
Mavis Wilkinson (MW)	Panel Member
Mark Bainbridge (MaB)	Panel Member
Brian Nuttall (BN)	Panel Member
Cllr Ken Barnes (KB)	Panel Member
Tunde Martins (TM)	Co-optee
Samuel Jacob (SJ)	Co-optee
Carol Connolly (CC)	Co-optee
Claire Tyrrell (CMT)	Head of Neighbourhood Services (Wilton)
Jacqui Tomlinson (JT)	Local Services Manager
Mike Stevens (MS)	Director of Neighbourhood Services
Steve Brown (SB)	Director of Business Services
Danny Whitelock (DW)	Repairs Services Manager (Wilton)
Steve Kirkham (SK)	Head of Home Improvements (Wilton)
Julie Goreham (JG)	Resident Involvement Officer (minutes)

From 6.00pm refreshments were provided and officers were available to answer questions. The meeting commenced at 6.30pm.

Item	Description	Action
1	Welcome and introductions	
1.1	a) AH welcomed attendees to the meeting.	
1.2	b) Quorate was confirmed.	
1.3	c) AH explained the meeting rules.	
2.	Apologies for Absences	
2.1	Apologies had been received from Melanie Beckford and Janice Fitton.	
3.	Declaration of Interests/Confidential Matters	
3.1	There were no declarations of interest and no confidential items would be discussed.	
4.	Minutes of last meeting 02 February 2010	
4.1	The minutes were approved. There was one correction - Steve Brown's job title is Director of Business Services.	

5.	Matters arising	
5.1	5.2 – JG informed the group that she had written to effective meeting training attendees to arrange a meeting date	
5.2	6.4-6.6 – CMT had sent the minutes to Arthur Kay but not yet had feedback so the items will be carried forward. KB asked for 6.2 to be carried forward also. CMT will ask Arthur Kay for clarification on when more detailed map information will be available.	CMT
5.3	13.4 – KB asked when the Glenthorn scheme would be completed. CMT/SK explained that the group of schemes are scheduled for March-May. KB asked that it be one of the first schemes to be completed.	
5.4	13.6 – KB reported that the start of the Riverdale play area applications were not due until August. SK had spoken to Private Sector Housing and Northwards will take ownership of the scheme. Greig Lees will report back at the next Ward Co-ordination meeting.	
5.5	13.7 – CMT circulated ideas of leaflets which could be put through doors, or made as signs. Signs would cost more, and the money would need to come out of the panel budget. CMT suggested a leaflet with a before and after photograph. The panel agreed, though TM felt that there might be an overload of information and people might not read it. SR felt that publicity needed to stress that the Area Panel had completed the work. MaB asked about information appearing in the Natter. CMT explained it would be put in the Resident Involvement Natter.	CMT
5.6	14.3 – JT had spoken to JB following a walkabout.	
5.7	JB pointed out that no issue sheet had been enclosed with the papers. CMT apologised and explained that it was teething issues with the new panel paper distributors.	
6.	Repairs Update (Danny Whitelock)	
6.1	DW had checked the issues from matters arising. When the survey was completed the door was functional. DW had spoken to the tenant. There had been an issue with a repair but the door will now be replaced.	
6.2	DW reported that feedback from the telephone surveys were that there was an improvement in the numbers of works being completed first time and with satisfaction about the work itself. The team are dealing with some issues with the contractors. Extra operatives are being brought in. There are some communication issues but they are meeting to address these.	
6.3	DW advised the panel that the rise in reported damp was due in the most part to condensation due to the weather. An information leaflet is being created with advice on how to avoid/minimise the issue. Information will be given in new tenancy packs.	
6.4	AH asked if there were issues with the out of hours service call centre – DW felt that this was working well.	
6.5	TM asked for written information in future.	DW
7.	Major Works Update (Steve Kirkham)	
7.1	SK invited questions on the enclosed report. JB felt that a good job was being done.	

8.	Environmental Works Programme (Steve Kirkham and Claire Tyrrell)	
8.1	SK reported that Hendham Vale should be completed before the next meeting.	
8.2	Printon/Boothroyden scheme should be approved 5 March. SK gave KB a copy of the plan.	
8.3	The rockery for Glenbrook/Heath Park Road had been ordered. KB asked about maintenance as the Acre Top rockery needed attention. CMT will ask Arthur Kay, they should be being maintained once or twice a year.	CMT
8.4	JB raised a query re difference in costings for parking schemes. CMT explained the costing listed was the cost to Northwards and that an additional £30,000 had been sourced for the Boothroyden scheme.	
8.5	AH explained that there were parking/pavement issues on Temple Square and asked if the panel would agree to put more bollards in. CMT will price up the scheme and bring it back.	CMT
8.6	JB asked about verge edging of a grassed area. JT has a quote and will bring this to the next meeting.	JT
8.7	There is a meeting booked for 3 March re Crumpsall scheme.	
8.8	Shaftesbury gate to be added in to doors scheme.	
8.9	Alconbury scheme order has been placed.	
8.10	SR asked about when the Acre Top/Munn Road scheme would be starting. KB explained the consultation would be happening for the area as a whole. SR raised concerns about the timing of the physical works. SK explained that they had had to be programmed in, and that the dates they were programmed in for had remained the same. KB explained that other work e.g. on roads would be completed in the area in the mean time. MS explained that once the consultation had taken place the works might be able to be brought forward.	
9.	LSM Update (Jacqui Tomlinson)	
9.1	JT circulated a report.	
9.2	JT circulated leaflets which had been produced to publicise the legal actions that had been taken against tenants. In each case it will be decided on the appropriate publicity. MS explained that fliers will generally be circulated unless there is a good reason not to. There are fliers for dog fouling cases, as well as other ASB and untidy gardens.	
10.	Any Other Business	
10.1	JG reported that City West residents are interested in visiting an area panel meeting as they are planning to set up a similar structure and asked panel members if this was OK. Panel members agreed, provided there are only 3-4 people due to space available.	
10.2	CMT gave apologies for 4 April as she will be on leave.	
11.	Date and time of next meetings	
	<ul style="list-style-type: none"> a) Tuesday 6 April, Cheetham Hill Local Services Office b) Saturday 24 April 2010, Hexagon Tower – Regeneration Tour 	

Meeting closed at 7.17pm