

**Fourways Area Panel  
(Moston and Charlestown)**

**Minutes of Annual General Meeting held at  
1.30pm - 2.10pm,  
18 October 2007  
White Moss Road Local Services Office**

**Chair: John Biggs**

<b>Present:</b>	John Biggs (JB)	Panel Member (Vice Chair)
	Frances Carroll	Panel Member
	Grace Choularton (GC)	Panel Member
	Carol Downes (CD)	Panel Member
	Joan Fitzgerald (JF)	Dam Head RA (Board Member)
	Dorothy LeMoignan (DM)	Panel Member
	Hazel Entwistle (HE)	Crosslee T & R A (Co-optee)
	Peggy Yuill (PY)	Panel Member
	Sue Ratchford (SR)	Board Member
	Anne Duffield (AD)	Principal Local Services Manager
	Michael Hutton (MHu)	Deputy Local Services Manager
	Robin Lawler	Chief Executive Northwards Housing
	Diane Roberts (DR)	Northwards, Governance Officer
	Mike Stevens (MS)	Director of Neighbourhood Services
	Helen Walsh (HW)	Surveying Services
	Julie Wilson (JWi)	Principal Local Services Manager
	Larry Patrick (LP)	Director of Property Services
	Rhonda Finlayson (RF)	Northwards, Resident Involvement Officer
	Michael Vickers (MV)	Project Development Manager (part)

**Observers:** See attached attendance sheet

ITEM	SUBJECT	ACTION
1	<p><b>Welcome and Introductions</b></p> <p>JB would chair the AGM in JW's absence. Everyone around the table introduced themselves. A full Quorate was in attendance.</p>	
2	<p><b>Apologies for Absence</b></p> <p>Apologies were received from: Pam Angelucci, Margaret Martin and John Ward.</p>	
3	<p><b>Declaration of Interests</b></p> <p>3.1 None were declared.</p>	

ITEM	SUBJECT	ACTION
<p><b>4</b></p> <p>4.1</p> <p>4.2</p> <p>4.3</p>	<p><b>Minutes of the Last AGM</b></p> <p>DR advised the Area Panel/Board agreed the 26 September 2006 AGM minutes. They were approved and signed as a true and correct record.</p> <p><b>Annual Reports and Plans</b></p> <p><b>Chairs Report</b> The Chair's report was circulated. JB advised it is self explanatory but urged members to go through it and let the panel know if there are other topics they want it to cover. JB also advised:</p> <ul style="list-style-type: none"> <li>• Two Charlestown in Bloom panel members had gone to Manchester Town Hall to receive details of their award.</li> <li>• Work has been done on the road and pavement conditions.</li> <li>• Work is well underway on Charlestown Health Clinic and all being well it should be completed by March 2008.</li> </ul> <p>JB thanked panel members, observers and Northwards staff for their work during the year.</p> <p><b>Update by Robin Lawler</b> RL introduced the Panel to Northwards Annual Report and talked of the highlights throughout the last year. RL thanked the Area Panel for their hard work.</p>	<p>Approved</p>
<p><b>5</b></p> <p>5.1</p>	<p><b>Election of Area Panel Members</b></p> <p><b>Election of Area Panel Members</b> DR explained the procedure for the Area Panel elections. RF advised that there were 2 tenant positions available and eight candidates had been nominated. T The two Panel members who were required to step down by rotation were: Mavis Harris and Frances Carroll Both wished to re-stand for election. The nominations received were as follows: <b>Frances Carroll (Tenant), Alison Danylls, (Tenant), Tom Harrington (Tenant), Mavis Harris (Tenant), Margaret Martin (Tenant), Ann Ash (Tenant), Charlotte Grant (Tenant), Joan FitzGerald (Tenant)</b> Following a secret ballot the following were elected to the Fourways Panel. <b>Mavis Harris</b> Proposed by Dorothy LeMoignan Seconded by Carol Downes</p>	

ITEM	SUBJECT	ACTION
	<b>Tom Harrington</b> Proposed by Frances Carroll Seconded by Mavis Harris  JB thanked staff for presiding over the election and minute taking for the AGM.	
<b>6</b>	Any Other Business	
6.1	None Declared. Members were invited to have a short break whilst the buffet was served and the AGM was declared closed.	

### Fourways Area Panel – Annual General Meeting

#### ***List of Observers:***

1. P Armstong - Broadmoss Tenants Association
2. A Ash - Moorway Courts Tenants Association
3. A Danylls - Crosslee Tenants and Residents Association
4. C Grant - Moorway Courts Tenants Association
5. T Harrington - Crosslee Tenants and Residents Association
6. L Hulme - Pinfold Avenue
7. A Latham - Broadmoss Tenants Association
8. P Walker - Broadmoss Tenants Association

**Fourways Area Panel  
(Moston and Charlestown)**

**Minutes of Meeting held on 18 October 2007  
At 2.20pm,  
White Moss Road Local Services Office**

**Chair: John Biggs**

<b>Present:</b>	John Biggs (JB)	Panel Member (Vice Chair)
	Grace Choularton (GC)	Panel Member
	Carol Downes (CD)	Panel Member
	Mavis Harris (MH)	Panel Member
	Dorothy LeMoignan (DM)	Panel Member
	Peggy Yuill (PY)	Panel Member
	Tom Harrington (TH)	Panel Member
	Hazel Entwistle(HE)	Co-optee
	Joan Fitzgerald (JF)	Board Member
	Sue Ratchford (SR)	Board Member
	Robin Lawler (RL)	Chief Executive
	Helen Walsh (HW)	Surveying Services
	Anne Duffield (AD)	Principal Local Services Manager
	Julie Wilson (JWi)	Principal Local Services Manager
	Michael Hutton (MHu)	Deputy Local Services Manager
	David Heys (DH)	Technical Services Manager
	Larry Patrick (LP)	Director of Property Services
	Mike Stevens (MS)	Director of Neighbourhood Services
	Diane Roberts (DR)	Governance Officer
	Rhonda Finlayson (RF)	Resident Involvement Officer

**Observers:** P Armstong, Broadmoss Tenants Association    L Hulme, Pinfold Avenue  
A Latham, Broadmoss Tenants Association    P Walker, Broadmoss Tenants Association

ITEM	SUBJECT	ACTION
1 1.1	<b><u>Welcome and Introductions</u></b> Chair welcomed all attendees to the meeting. JB welcomed Tom Harrington who has now joined the panel. A Quorum was in attendance.	
2 2.1	<b>Apologies for Absence</b> Apologies were received from: Pam Angelucci, and John Ward	
3 3.1	<b>Minutes of the Last Meeting</b> a) 20 September 2007 The minutes were agreed as a true and accurate record	Approved

ITEM	SUBJECT	ACTION
4	<p><b>Allocations and Policy Review (Ann Duffield)</b> JB confirmed that members agreed that this item be brought forward.</p> <p>4.1 AD updated the Panel on the Allocations Policy Review .</p> <p>PY expressed concern from DAMRA that despite a long waiting list to be rehoused on Dam Head there are refusals to allocation of properties there.</p> <p>PY asked if young people will still receive help to maintain their tenancies from Support Officers after attending the “Developing skills for Independent Life” tenancy training course? AD advised that young people receive help from a Support Officer for first two years of their tenancy, when appropriate.</p> <p>GC reported concerns that when parents are granted access to children in flats, the children may then commit anti social behaviour in the block.</p> <p>The changes in the update are to go through the Executive of the Local Authority on Wednesday 24 October 2007.</p>	Noted
5	<p><b>Matters Arising</b></p> <p>5.1 <b>Item 18.1</b> - JB advised it should read the new Inspector, not Constable.</p> <p>5.2 <b>Item 6.7</b> JF at the last meeting volunteered to coordinate the Fourways panel newsletter, members were asked for articles. Only one letter was received.</p> <p>5.3 <b>Item 5.3</b> – DR circulated copies of the Planned Programme of Tenant Inspection.</p>	Noted
6	<p><b>Environmental Works (PLSM)</b> JWi confirmed Schemes were as agreed at the September meeting. There had been no changes and these would be covered under <b>Item 8 LSM Update</b>.</p>	Noted
7	<p><b>LSM Update</b></p> <p>7.1 MHu updated the panel on local issues. White Moss Rd LSO has the least amount of voids throughout Northwards. On Monday, 15/10/07 there were:</p> <ul style="list-style-type: none"> <li>• 47 management voids overall</li> <li>• 23 ready to lets</li> <li>• 1 with Housing</li> <li>• 1 with the Surveyor</li> <li>• 16 required Re- let works</li> <li>• 3 required Asbestos removal</li> <li>• 3 with Items to Remove</li> </ul> <p>PY raised the following queries about the Void report: 1. Has the asbestos removal in properties as shown in the timetable for</p>	Noted

ITEM	SUBJECT	ACTION
	<p>August been completed?</p> <ol style="list-style-type: none"> <li>1. What is the reason for the number of properties being rejected on Dam Head?</li> <li>2. Why there is reference to Parlour Homes on Dam Head?</li> </ol> <p>MS advised the system does presently list them as Parlour type properties. He explained if a separate room is used as access to another room, these would not be let. Parlour-type description means a property with a room downstairs.</p> <p>JF advised the third rooms in these properties aren't suitable for use as a bed room. She asked if it is a ruling from the City Council that these properties be let?</p> <p>MS advised the meeting that Northwards would always look at each case on its merits.</p>	
7.2	<p><b>Anti Social Behaviour</b></p> <p>Since September, there has been an upturn in Anti Social Behaviour on the Miners' Estate. White Moss Road LSO has worked closely with Greater Manchester police to stop it.</p> <p>White Moss Rd LSO is waiting for a noise abatement notice and injunction hearing to be scheduled from previous referrals to ASBAT.</p>	
7.3	<p><b>Whitebeck Court update:</b></p> <p>There are ongoing problems with this area, and the office is in the process of dealing with them. Metal perimeter fencing was being re-secured and arrangements made for installation of another close board wooden perimeter fencing to secure the site.</p>	
7.4	<p><b>Staffing Update</b></p> <p>There have been no changes or updates since the last meeting.</p>	
7.5	<p><b>Empty Properties</b></p> <p>PY asked to return to empty properties. MHU advised Leconfield Drive property is void and should be on the list.</p>	
7.6	<p>DM asked for explanation on the asbestos removal as people are very concerned. LP advised that before work starts, the following action needs to be taken:</p> <ol style="list-style-type: none"> <li>1. Check there is no asbestos or any that is there is safe</li> <li>2. If the asbestos is damaged, it has to be removed</li> <li>3. Only registered asbestos removers can remove it</li> </ol> <p>JF queried the void figures – MHU advised these will be re-checked and an update given to JF after the meeting.</p> <p>JWi thanked PY for raising issues. The reduction in void figures at White Moss</p>	

ITEM	SUBJECT	ACTION
7.7	<p>Rd LSO is down to the staff and PY who has reported voids that had been missed. Members are not to wait for panel meetings, as JWi will address issues raised outside meetings.</p> <p><b>Environmental Works (PLSM)</b> JWi updated the panel on progress of the environmental works.</p> <p><b>Colemere Walk</b> – Car Parking facility for older people’s Bungalows, is to be prioritised.</p> <p>JWi sincerely apologised to HE and tenants at Crosslee TRA for incorrect information given about letters that were meant to have gone out and no responses received. The EO will work with HE to deliver letters. The proposal, depending on response can be resubmitted and prioritised.</p> <p>CD reported (DAMRA) tenants’ concern as a man has chopped down a tree with a preservation order on it.</p>	
8 8.1  8.2  8.3  8.4  8.5  8.6	<p><b>Community Update (RIO)</b> RF attended <b>White Moss Young Peoples Club’s 40<sup>th</sup> Anniversary Fun Day</b> on 29/10/07. JB updated members about it. JB was given an award for Keeping Children off the Street for 40 years. JB thanked all concerned for support and a great reunion</p> <p>RF updated Panel on an excellent two day fundraising course attended on <b>15/10/07</b> and <b>22/10/07</b>, one Area Panel member also attended</p> <p>Northwards is looking for a volunteer Independent Board Member to complete Northwards’ Board’s line up.</p> <p>The <b>Boggart Hole Clough Bike Ride</b> was to take place on <b>24/10/07</b>.</p> <p>JF updated the Panel on DAMRA’s community centre. Jenny Wynn, Youth Service/LAP is assisting DAMRA. DH advised he will assist with planning and possibly advice/ funding the work.</p> <p>JF expressed concern at the slow progress with the Older Person’s Activity Park.</p>	
9	<p><b>Skills Audit Update</b> DR explained what the priorities for development are and asked if the Panel were happy with them.</p> <p>The Panel agreed the priorities for training purposes.</p>	
10 10.1	<p><b>Repairs Quarterly Update (Helen Walsh)</b> HW advised members on the trial for extended working appointments within Wilton Panel district conducted during September 2007. The scheme is being</p>	Noted

ITEM	SUBJECT	ACTION
	<p>extended until 22<sup>nd</sup> December and rolled out to the Fourways and Riverways areas.</p> <p>HW requested that the Panel members and TA's help to publicise this trial scheme. This service is going to be advertised on the internet and in the Northwards "Natter".</p> <p>PY felt this to be a positive move forward by Northwards.</p>	
<p><b>11</b> 11.1</p>	<p><b>Major Works Quarterly Update (David Heys)</b></p> <p>DH updated the Panel on the progress of major works in the Fourways Panel area. Copies of the correct report were circulated.</p> <p>JF asked if it would help if the TLOs were given the name and address of the TRA's? LP confirmed its been agreed that TLOs and TRA's are to be introduced to each other.</p> <p>LP advised that the insulation programme is a very short programme of work so employing full time TLOs would not be value for money. JWi confirmed the local services team and David Heys' team are working to improve communication.</p> <p>JB advised if Fourways residents need longer consultation they are welcome to use the White Moss Young People's Centre to meet.</p>	
<p><b>12</b> 12.1 12.2</p>	<p><b>Any Other Business</b></p> <p>DR advised Charlestown in Bloom have received a Merit Award.</p> <p>DR advised election of Chairs will be carried out at next meeting. The letters have been sent out.</p>	
<p><b>13</b> 13.1</p>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting will be on Thursday, 22 November 2007 at 1.30pm at White Moss Road LSO. PY queried the date. RF advised the RITG has been rearranged for 26/11/07.</p>	