

**PLANNED MAINTENANCE FOCUS GROUP MEETING
HELD ON MS TEAMS
ON TUESDAY 19TH JULY 2022 AT 11AM**

PRESENT: Russell Haynes RH South Essex Homes
Charlotte Roberts CR Minute Taker

CC: Bob Ayriss BA Resident
Brenda Tilley BT Resident
Keith Ducker KD Resident

ITEM NO:		ACTION:
1.0	APOLOGIES	
	No apologies received.	NOTE
2.0	DECLARATIONS OF INTEREST	
2.1	No declarations were made.	
3.0	MINUTES OF LAST MEETING/MATTERS ARISING	
3.1	The previous minutes were agreed.	NOTE
4.0	UPDATE ON CAPITAL PROGRAMME WORKS	
4.1	Capital Programme update attached.	INFORMATION
5.0	RESIDENTS COMMENTS ON CAPITAL WORKS	
5.1	No resident comments.	NOTE
6.0	ANY OTHER BUSINESS	
6.1	No other business.	
7	NEXT MEETING	
7.0	The next meeting will be held on 20th September 2022 @ 11am via MS Teams.	ALL

cc Julia Pack