

Planned Focus Group

17th March 2026

Minutes of Meeting

Attendance:

Bob Ayris
Sam Goodburn

Charlotte Roberts
Lloyd Williams
Sarah Gallagher

		Action
1	<u>Welcome</u>	
	LW welcomed the members to the meeting.	NOTE
2	<u>Apologies</u>	
	Keith Ducker.	NOTE
3	<u>Declaration of Interest</u>	
	There are no declarations of interest.	NOTE
4	<u>Minutes of last Meeting</u>	
	The previous minutes were agreed.	NOTE
5	<u>Update on Capital Programme works</u> LW presented an update on the Capital Works programme. LW advised that we are awaiting next years programmes to be finalised and these will be discussed at the next meeting.	NOTE NOTE
6	<u>Resident's comments on Capital works</u>	
	Nothing to add.	NOTE
7	<u>KEY OUTCOMES (RESIDENTS INPUT)</u>	
	Nothing to add.	NOTE
8	<u>Any other Business</u>	
	SG attended and discussion was held regarding the Planned Maintenance document templates that require review/input. An additional meeting is being held on 13 th April to discuss these further and this will be held face to face to allow for open discussion to take place.	BA/CR/KD/SG

	SG asked for more members to be recruited to the Focus Group – residents from other areas are required to allow for a better spread City Wide.	BA/KD/SG
9	<u>Date of next meeting</u>	
	Tuesday 19 th May @ 11:30am. MS Teams.	ALL

Actions from Meeting (to be completed in meeting)

All resident members to review the Planned Maintenance Policy.	Resident Members.

For Resident Engagement – You Said, We Did uploaded ☐