

Planned Focus Group

20th January 2026

Minutes of Meeting

Attendance:

Bob Ayris
Keith Ducker
Sam Goodburn

Andy Smith
Lloyd Williams
Sarah Gallagher

		Action
1	<u>Welcome</u>	
	LW welcomed the members to the meeting.	NOTE
2	<u>Apologies</u>	
	Charlotte Roberts.	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.	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>	
	AS attended the meeting to talk about the Door Entry Upgrade taking place to our HRB's. The works are currently taking place at Barringtons, Quantock, Chiltern, Malvern, Pennine and Temple Court, all of which will be completed within this financial year. A further roll out to more HRB's will go ahead in the new financial year. There has been good uptake but there are still some residents that haven't responded to requests for their phone numbers. It was discussed that a High-Rise Focus Group Meeting is arranged for one	

	evening which would be beneficial for residents that work and for residents that may require support with reading and writing. BA confirmed he would be happy to assist with Barringtons residents. SG attended and discussion was held regarding the Planned Maintenance Policy that was issued with the invite, residents are yet to review this. Resident members to review and advise of any comments. Our next meeting will be held face to face to allow for further discussion to take place. Following this, a resident friendly version is to be created which will be held on our website.	
9	<u>Date of next meeting</u>	
	Tuesday 17 th March @ 11:30am. Civic Centre Room 3 West.	ALL

Actions from Meeting (to be completed in meeting)

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

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