

**PLANNED MAINTENANCE FOCUS GROUP MEETING
HELD IN THE CIVIC CENTRE, SOUTHEND ON SEA
ON TUESDAY 21ST MAY 2019 AT 11AM**

PRESENT:

Paul Longman	PL	South Essex Homes
Russell Haynes	RH	South Essex Homes
Glenn Ashdown	GA	Resident
Keith Ducker	KD	Resident
Wendy Greenberg	WG	Resident
Charlotte Roberts	CR	Minute Taker

ITEM NO:		ACTION:
1.0	APOLOGIES BS (SEH) BA (Resident) DN (Resident)	
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	RH gave an update on the status of the tenders / works	NOTE
4.2	Contracts that have not commenced on site are at various stages of the tender process.	NOTE
4.3	The remaining contracts are progressing well on site.	NOTE
4.4	RH confirmed that we have a new project surveyor, Lloyd Williams. Lloyd has replaced Melvin Dawson. Lloyd is overseeing the decent homes contract amongst other contracts. Once our contract with Kier has ended Morgan Sindall may be installing the Decent Homes bathrooms and kitchens programme. A separate contract will be put out to tender for the rewiring works.	
5.0	RESIDENTS COMMENTS ON CAPITAL WORKS	
5.1	GA mentioned that the lights at Sutton Road blocks are sometimes on for 14 hours. PL to ask KSp to investigate.	PL
6.0	ANY OTHER BUSINESS	
6.1	No other business.	NOTE
7.0	NEXT MEETING	

	The next meeting will be held at the Civic Centre in Committee Room 2 at approximately 11am on Tuesday 18th June 2019.	
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cc Julia Pack; Sue Rickard;