

**PLANNED MAINTENANCE FOCUS GROUP MEETING
HELD IN THE CIVIC CENTRE, SOUTHEND ON SEA
ON TUESDAY 17TH SEPTEMBER 2019 AT 11AM**

PRESENT: Russell Haynes RH South Essex Homes
 Bob Ayriss BA Resident
 Keith Ducker KD Resident

 Charlotte Roberts CR Minute Taker

ITEM NO:		ACTION:
1.0	APOLOGIES	
	PL (SEH) DN; GA; WG (Residents)	
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
5.0	RESIDENTS COMMENTS ON CAPITAL WORKS	
5.1	BA also advised that he was approached by a resident who raised concerns that as one resident is refusing for her GERDA door to be fitted means that Barrington's is not Fire Compliant. This resident has also caused damage to the GERDA doors in the lounge by driving into them with her wheelchair. SEH to escalate to tenancy / OT. Update to be given at next meeting.	SEH
6.0	ANY OTHER BUSINESS	
6.1	Discussion was held regarding the window restrictors and who should be removing these once approved as BA has a key but KD advised that he thinks this should be carried out by Thermoshield.	NOTE
7.0	NEXT MEETING	
	The next meeting will be held at the Civic Centre in Committee Room 1 at approximately 11am on Tuesday 15th October 2019.	

cc Julia Pack; Sue Rickard;