

**PLANNED MAINTENANCE FOCUS GROUP MEETING
HELD IN THE CIVIC CENTRE, SOUTHEND ON SEA
ON TUESDAY 21ST JANUARY 2020 AT 11AM**

PRESENT:

Paul Longman	PL	South Essex Homes
Russell Haynes	RH	South Essex Homes
Bob Ayriss	BA	Resident
Dianne Nichols	DN	Resident
Keith Ducker	KD	Resident
Charlotte Roberts	CR	Minute Taker

ITEM NO:		ACTION:
1.0	APOLOGIES WG (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. 6.1 All residents confirmed that they were happy with Pilon's colour choices. It was agreed that Morgan Sindall must offer the same choices. 6.2 PL advised that the Field Brothers break clause period ends 21 st February 2020. Field Brothers are ignoring correspondence from us and still have their site set up at Shelley Square. If this is not removed by this date then we will get it removed and recharge the Contractor. 6.3 PL advised permission was granted to a resident in Barringtons to make alterations. However, the residents tenancy officer and one of the surveyors is going to visit the property to ensure that no further unauthorised alterations have been carried out.	NOTE
4.0	UPDATE ON CAPITAL PROGRAMME WORKS	
4.1	RH gave an update on the status of the tenders / works and answered resident's queries on each project.	NOTE
5.0	RESIDENTS COMMENTS ON CAPITAL WORKS	
5.1	Nothing to add.	NOTE
6.0	ANY OTHER BUSINESS	

<p>6.1</p>	<p>PL confirmed that the Programme of Works is being put together for 2020/2021.</p>	<p>NOTE</p>
<p>6.2</p>	<p>BA advised that he has received complaints from some residents at Barringtons stating that the new windows let too much noise in. RH to ask LW to speak with Thermoshield and see if they have any noise reducing trickle vents.</p>	<p>RH</p>
<p>7.0</p>	<p>NEXT MEETING</p> <p>The next meeting will be held at the Civic Centre in Committee Room 1 at approximately 11am on Tuesday 18th February 2020.</p>	

cc Julia Pack; Sue Rickard, Paul Davey;