

## Resident Panel Meeting



**Time:** 10.30am

**Venue** Residents Zone

Tuesday 13<sup>th</sup> March 2018

**Present:**

Natalie Gardner (Chair)  
Clive Jenkins  
Lyndon May  
Christopher Byrne  
John Whythe  
Edna Lewis  
Dave Watkins

**Apologies:**

Mark Gibbons  
Alison Williams

**In Attendance:**

Dave Cook  
Louise Kingdon  
Paula Skyrme  
Mike Watkins  
Bethan Edwards  
Caroline Morgan

	Owner	Action
<b>Housekeeping:</b> CM updated everyone on housekeeping	All	
<b>Welcome and Introductions</b>  Natalie welcomed everyone to the meeting	NG	

<p><b>Minutes of the last two meetings:</b></p> <p>The minutes were discussed; the minutes were agreed as a true record, proposed by Clive and seconded by Edna</p> <p><b>Matters arising:</b></p> <p>CM brought some clothing samples into the meeting so that Panel members could decide what they want to have, once sizes have been confirmed the order will be placed</p> <p>CM brought the art competition entries to the meeting; three entries were chosen for the prizes. The prizes will be given before Easter, Natalie will present the prizes to the children</p> <p>The Panel discussed the TPAS Conference and agreed that once the agenda for the conference is received a decision would be made regarding attendance.</p> <p>Information relating to the draft Leaseholder booklet has been received by Communities Team; this will be forwarded to interested Leaseholders shortly.</p> <p>CM informed the Panel that Melin were still in talks with Growing Spaces with regard to working with them in the</p>	<p>CM</p> <p>CM</p> <p>Communities Team</p>	<p>10/4</p> <p>16/3</p> <p>March 2018</p>
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coming year. Once a decision has been made the Panel will be notified.

The request for a grant to provide a wooden gazebo outside Waterside Court was deferred until the next meeting to give the Surveyor more time to look at the proposal.

**Treasurers Report:**

Natalie ran through the budget figures, drawing the Panel's attention to the spend within each heading. Actual spend this year is £10,600. The budget is still therefore in a healthy position going into the final quarter of the year.

**Correspondence:**

The Panel received a letter from St Marys Court requesting grant funding to purchase an outside table; as the scheme has already had support from the Panel during the year it was decided that the application be deferred to the next meeting.

**Any Other Business:**

**At this point Dave Cook joined the Panel meeting as an observer.**

**Louise Kingdon, Digital Officer-Melin's Digital Strategy** (already sent to Panel members)

Louise went through the main points of the Strategy, drawing the Panel through the main objectives of the document. The Panel asked several questions about the document after which they approved it.

Natalie thanked Louise for speaking to the Panel.

**Paula Skyrme-Principal Employment Officer-The Tablet Project** (already sent to Panel members)

Paula's application was for grant funding to the sum of £2,500 to match the £2,500 that her team was putting into the Project.

Paula explained the reasons behind the project and the outcomes that she was hoping to achieve from it. The project would be a pilot project between the Panel and Income and Inclusion for the benefit of residents who are applying for Universal Credit

A discussion took place around the project with Panel members keen to assess the Value for Money of the project and how the outcomes would be measured. As part of the Project 3 months' wi fi was included which Panel thought would be too short a period and

suggested that this be extended to 6 months.

Most Panel members agreed to support the project but Natalie suggested that Panel members take time to think about it and confirm no later than Monday 19<sup>th</sup> March if they had changed their minds.

**Mike Watkins, Communications  
Manager-Service Charge Schedules**

Mike confirmed that he had looked at the current Service Charge schedule and had drafted a new one which he hoped would be more informative and easy to read. He impressed upon the Panel that Melin has a legal obligation to give residents some of the information within the schedule. He presented the document to Panel members who fed back their comments. Natalie thanked Mike for coming in to speak to the Panel.

**Bethan Edwards, Income and Inclusion  
Officer-Funding Applications**

Bethan brought two applications to the Panel. Both applications were to support residents that she and a colleague were working with.

Bethan ran through each application in detail, explaining why the residents are in need of support. The Panel gave their approval to spending £500 in total to support these residents.

Bethan also spoke to the Panel about support they may want to give to residents needing support to get medical certificates. The Panel discussed this and decided that Bethan may bring such cases to the Panel but they would be considered on a case by case basis.

**Date of Next Meeting:**

Tuesday 10<sup>th</sup> April 2018