

## Resident Panel Meeting



**Time:** 10.30am

**Venue** Conservatory

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

**Present:**

Natalie Gardner (Chair)  
Mark Gibbons  
Lyndon May  
Christopher Byrne  
John Whythe  
Edna Lewis  
Clive Jenkins  
David Watkins  
Alison Williams

**Apologies:**

**In Attendance:**

Fiona Williams  
John Lewis  
Caroline Morgan

**Guests:**

Justin Wigmore (Director of Housing)  
Dudley Gordon (Resident)  
Malcolm Goddard (Resident)  
Alan Howells (Resident)

	<b>Owner</b>	<b>Action</b>
Before the meeting Natalie took some time out to speak to Panel members without Guests and Melin staff.		

<p>This was to clarify the payment of expenses to the Panel when different modes of transport are used, all were in agreement. Also this was Dudley's third meeting; he had expressed a wish to be a part of the Panel to the Chair so after discussion the Panel voted him on to be a Co Optative member.</p>		
<p><b>Welcome and Housekeeping:</b></p> <p>CM updated everyone on housekeeping and welcomed everyone to the meeting.</p>	All	
<p><b>Appointment of Officers:</b></p> <p>As this was the first meeting following the AGM Officer posts needed to be appointed. In the role of Chair Natalie was the only nomination and unanimously agreed. In the role of Vice Chair Mark was the only nomination and was unanimously agreed. There were no nominations or applications for the role of Secretary or Treasurer so support staff from Melin will continue to fulfil these roles.</p> <p><b>Minutes of the last meeting (papers sent):</b></p> <p>Panel members read through the minutes. The minutes were agreed as a true record, proposed by Christopher and seconded by Alison.</p>	All	



<p>providing grant funding for their outside bench and storage box.</p> <p>The Panel also received a thank you from the residents of Ty Cae Nant for the £100 that the Panel gifted to them for the use of their communal lounge for the AGM.</p> <p>The Panel asked if a plate or marker be put on items purchased by the Panel so that Residents will be aware of how the Panel is supporting them.</p> <p><b>Disability Group update (papers sent):</b></p> <p>JL updated the Panel on the progress of the Group. The next meeting is on 28<sup>th</sup> November. The amended Terms of Reference will be finalised at this meeting. Natalie updated the Panel on her recent visits to Sheltered Schemes to raise awareness of the Group.</p> <p><b>CSG Update (Draft report on ASB sent)</b></p> <p>JL went through the report, confirming that the Group's latest report on Planned works communication had started and they will be talking to residents who have been through the process to get their views.</p>	<p>CM</p>	<p>11/12</p>
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He also confirmed that all actions from the Cleaning Review are now part of the tender process.

The proposed information leaflet from the ASB review is being drafted and will be replicated on the Melin website.

**Lisa Weetman – Housing Management Policy Officer, Welsh Government**

Lisa introduced herself and explained that she wanted to talk to residents about TPAS, whether the Panel used their services and what they thought of them. There was a discussion around training, conferences and network meeting. Lisa thanked the Panel for allowing her to attend their meeting and looked forward to meeting with them again.

**Any Other Business:**

**Fiona Williams, Communications Officer-update on Eden Gate, Melin’s Charity of the Year**

Fiona told the Panel about the fund raising that Melin staff had carried out during the year and how some had volunteered in their own time to help the charity. Chris told the Panel that he had seen first hand the difference that the charity was trying to make to people’s lives. After discussion the Panel decided to give £200 towards the fund raising for

Eden Gate, Fiona offered to arrange for them to visit the project in the New Year, which they accepted.

**Caroline Morgan-Communities Manager-Communities Christmas Engagement (papers sent)**

CM explained that during December Communities Team took the opportunity of visiting both sheltered schemes and general needs properties to help spread some cheer. At our General needs properties each child is gifted each with a small selection box.

CM asked whether the Panel would be willing to sponsor some of these selection boxes this year. After discussion the Panel agreed to fund all the selection boxes needed.

CM thanked the Panel.

Natalie asked those Panel members who will be attending the TPAS conference the following week to choose which workshops they wish to attend with John. A discussion will be held at the next meeting on 11<sup>th</sup> December around the workshops and what Panel members gained from the conference.

Lyndon raised concerns about the service that some sheltered schemes were getting around their laundry facilities; JL agreed to speak to officers in Melin about

these concerns and report back to the Panel.

**Date of next Meeting:**

The date of the next meeting will be Tuesday 11<sup>th</sup> December at 10.30 am

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